**Smart Classroom Instructions  
SIEMENS HALL 108**

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### Powering Up the System

1) To start the tablet, **press the Power button** on the tablet

2) Choose from **PC, Blu-Ray, Laptop, HDMI** or **Doc Cam** to drag into the box for main projector

3) Press **Projector Power** to turn on projector for display

4) Volume, Microphone, Aspect Ratio and Blu-Ray controls will be readily accessible for whatever source you use on the tablet

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### Using Console Computer

1) Drag the **Computer button** to the center of tablet

2) Press **Power button** (in the upper left corner)
1) Turn on your laptop

2) Drag HDMI Laptop to projector source

3) Connect the VGA Cable or the HDMI cable to the video output port on your laptop.

4) Connect your laptop’s AC adaptor to a power outlet and start up your laptop.

5) If you still do not see an image, refer to the laptop troubleshooting guide later in these instructions.

6) When finished, shut down your laptop and disconnect all cables.

7) Proceed to shutting down the rest of the equipment. Follow the instructions later in this guide, Powering Down the System.
Using the Document Camera

1) Drag Doc Camera icon to the center of the tablet

2) Power on the Document Camera. Note that there is no need to have the computer turned on to use the document camera.
Laptop Troubleshooting

For PC Laptops: Depending on your model of laptop, you may need to toggle the display mode. For example, on many laptops, you must hold down the function key (FN) located in the lower left-hand corner of the keyboard, and at the same time, press the video toggle key, which is located along the top of the keyboard. Look for the text CRT/LCD or an icon of a display and a laptop.

Examples of video toggle keys

For Mac Laptops:

1) Go to System Preferences/Display.

2) Select the Arrangement tab and check the Mirror Displays box.

Powering Down the System

1) Power down Computer

   Windows
   Start Menu -> Shut Down -> Click OK

2) Press the Power button on the tablet then press Yes

Who to Call for Assistance

If you are having any difficulties using equipment in this room, call extension 3166