

Smart Classroom Projection Quick Start Guide

PLEASE CONTACT COLLEGE OF BUSINESS FOR PODIUM CODE @ 4-3400.

Press the **“Projector On”** button on the SmartPanel Control **ONCE (Wait 90sec for the warm-up)**

Press the **“Projector Off”** button on the SmartPanel before you leave the room.

If you have problems with this system, Dial **“O”** or 4-2867 from the classroom phone.

A: Computer Projection

1. Connect the 15-pin VGA connectors to the monitor port on your laptop.
2. Press the button marked “Computer” on the SmartPanel control.
3. Set your computer’s display resolution to a maximum of **1024x768**.
4. Adjust your laptop for either dual or external monitor support.
5. Use the volume “UP” and “Down” buttons on the SmartPanel to control the sound in the room.
Also check that the master volume control on the wall is turned up.

(See your desktop support technician for more information on the settings needed for 3 or 4.)

B: DVD or VCR Projection (Turn the player “off” when finished)

1. Press the “Power” button on the DVD/VCR machine to turn on the unit (left side).
2. Press the “DVD/VCR” button on the SmartPanel control.
3. Insert a DVD or a VHS tape into the unit.
4. Press the appropriate “VCR” or “DVD” button *on the attached remote control* to enable the appropriate function buttons.
5. Or, press the “Play” “REW” “FF” “Stop” buttons on the front of the DVD/VCR machine as needed.
Note: For more advanced features (eg. Menu buttons), use the attached remote control.
6. Use the volume “UP” and “Down” buttons on the SmartPanel to control the sound in the room.
Also check that the master volume control on the wall is turned up.

C: Campus Cable TV Projection

1. Press the “Cable TV” button on the SmartPanel control.
2. Change the channel using the up/down channel buttons on the TV tuner panel.
3. Use the volume “UP” and “Down” buttons on the SmartPanel to control the sound in the room.
4. Also check that the master volume control on the wall is turned up.

D: Audio Only Playback (Turn the player “off” when finished)

1. Press the “Power” button on the DVD/VCR machine to turn on the unit (left side).
2. Load a CD into the DVD Player.
3. Press the “DVD/VCR” button on the SmartPanel control.
4. Press the **“Projector Off”** button.
5. Press the Volume “up” button until the desired level is reached.
6. Also check that the master volume control on the wall is turned up.
7. Press the “Power” button on the DVD/VCR machine to turn off the unit (left side), and press the **“Projector Off”** button to turn off the system.

E: Document Camera (Turn the document camera “off” when finished)

1. Press the “Document Camera” button on the SmartPanel control.
2. Pull out the drawer with the Elmo (inside the cabinet). Turn on the power and unfold the camera and lights
3. Adjust the zoom and focus as needed (use the remote if one exists).