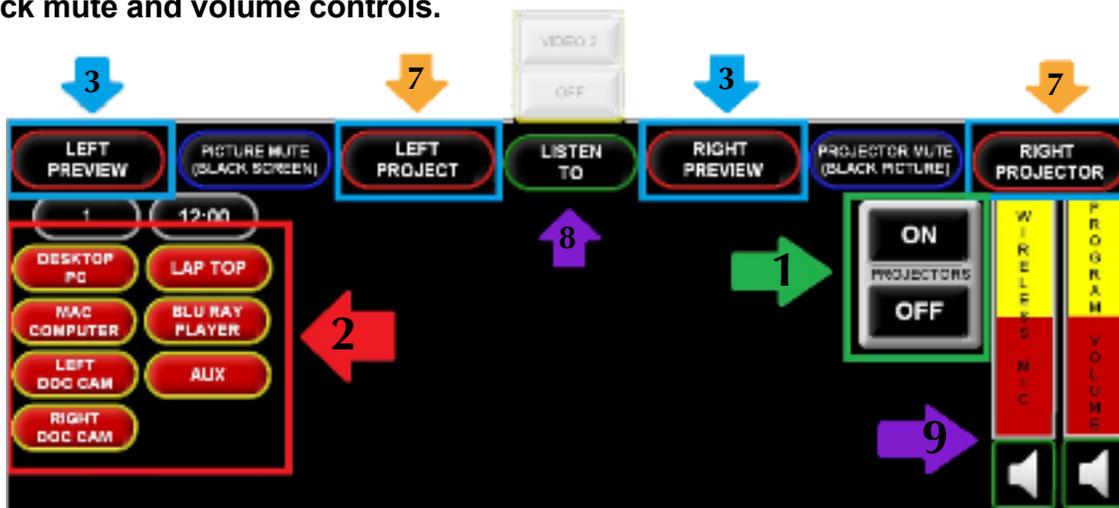


Basic Steps

- 1 Push Projectors On button if necessary, wait for warmup.
- 2 Choose an input source by pressing its button on left.
- 3 Send chosen source to monitor preview screen(s) by pressing Preview button(s).
- 4 Enlarge preview screen by pressing in an upper corner.
- 5 Log on, open slideshows, or complete other computer or video setup.
- 6 Return to control panel by pressing anywhere on monitor (upper corner recommended).
- 7 Send currently selected source to big screens by pressing Projector button(s).
- 8 If sound is necessary, press Listen To to send currently selected source to speakers.
- 9 Check mute and volume controls.



The monitor Preview screens don't have anything to do with what is (or will be) displayed on Projector screens. To change what is displayed, first press source (PC, BluRay, etc), then press the Preview or Projector button where you want that source displayed.

Press firmly, but do not press a button multiple times. The system will cycle through every command you send – eventually. Same goes for the room lighting.

Mute projectors or choose another input while typing passwords.

If the Picture Mute button is unresponsive, use a Doc Cam button, which will display a black screen when the document camera is off. (Press Doc Cam, then press Projector button).

Troubleshooting

No input from computer (blue screen): Wiggle mouse or tap keyboard spacebar.
Be sure you're using the right mouse and keyboard (black is for PC, white is for Mac).
Be sure computer is on (CPU is below left). Computers should be left on at all times.

No sound: Push source button, then Listen To. Check Mute button (bottom right) and Volume.

One or both projectors dark: Press Projectors On button, wait for warmup.
Check Picture Mute button. Check source (Press desired source, then press Projector button).

Remote/Pointer not working: Check the On/Off button on the side. Change batteries.

HELP! Jean 644-3436 or 570-1267. Classroom Support: 644-2811 or Report Problem button.

VIDEO

The Aux input is for the attached VHS player, which is controlled by a remote. When BluRay/DVD is selected, the DVD control panel appears in the bottom center of the screen.



ATTACHING A LAPTOP

The cables (VGA, audio, network) and power supply for attaching a laptop are all together in a small hatch behind the monitor. See Jean if you need a Mac adapter. Connect the laptop, press the LapTop button and the desired Preview and Projector button(s).

You may need to tell your laptop to send the signal to the projector as well as its own monitor, using the display Control Panel or System Preferences (or the appropriate Function keys on a PC laptop).

POWERPOINT

If you use "Presenter" view in PowerPoint and the wrong view is on the projector, you will need to look at the projected image to find the control button to swap the displays. This control is on the top of the PowerPoint window (On a Mac, look to the far right under the "SlideShow" tab). To see the normal slideshow on both screens, turn off Presenter view by choosing "Mirror Show."

MEDIAVIEWER <http://homer.art.fsu.edu/>

To enter FullScreen mode, click this button in top right corner of MediaViewer:



To hide the controls and information (e.g. for an exam), click the thumbtack button:



Keyboard Shortcuts available in FullScreen mode:

Keystroke	Action	SHIFT + Keystroke	CTRL + Keystroke
	Enlarge image.	Apply keystroke action to secondary display when viewing two images.	Apply keystroke action to both primary and secondary display when viewing two images.
	Shrink image.		
	Go to previous slide.		
	Go to next slide.		
[spacebar]	When display is split, toggle progress bar display association.		
	Hide/show catalog data.		