

Classroom Technology Guide

Instructions

1. Press the ON button on the control panel, indicated by the green circle in the picture. The projector will power on and the screen will lower.
2. Wait for the warm up light under the ON button to blue.
3. Press the appropriate button, indicated by the purple circle, to select the device you will use.
4. Turn on the computer if you would like to use the in room computer (indicated by green arrow).
5. If you would like to use the document camera, it can be found in the drawer on the right side of the cabinet.
6. If you are using your laptop, find the laptop cable in the drawer on the right side of the cabinet and connect your laptop to the ports, indicated by the blue circle in the picture.
7. If you need to use the in room web cam, first power on the in room computer. Then double click the icon labeled “web cam”, found on the desktop, to control the pan, tilt, and zoom of the web cam. The web cam is located on the wall across from the door.
8. The in room volume can be controlled by the volume buttons indicated by the orange circle in the picture
9. The keyboard and mouse can be powered on by locating the power button on the bottom side of the keyboard and mouse.



For assistance, call (909) 607-3695 or ext. 73695. Please note that you are not allowed to use the technology in this room if this room has not been reserved for your use. Please contact your department staff to reserve this room.