Classroom Technology Guide

Claremont
Graduate
University
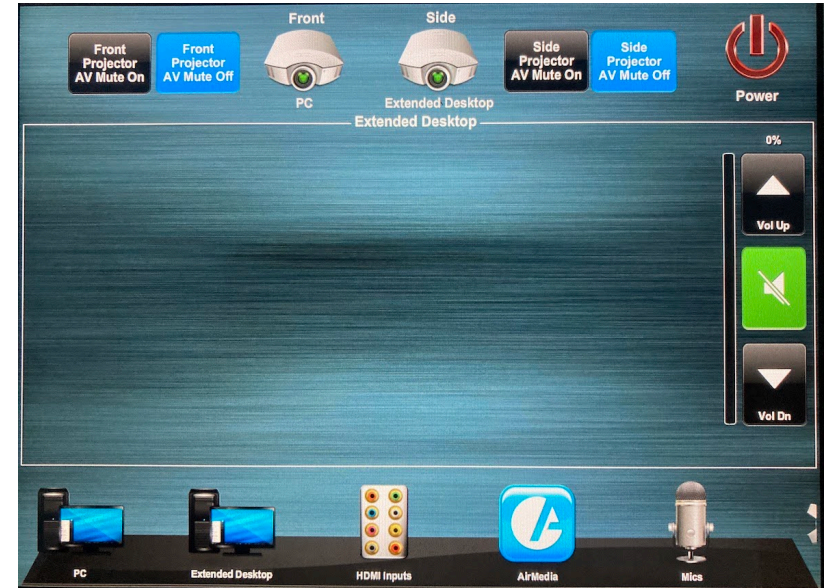
Instructions

1. Press the red power button on the touch panel, located by the room door, to power on the system.
2. Touch the picture of the projector to power on each projector and lower the screen.
3. If you would like to use the in room computer, touch the picture labeled PC, and then touch one of the projectors to have the computer appear on that projector.
4. If you are using your laptop, find the laptop cable in the the cabinet and connect your laptop to the ports located under the in room computer.
   Then touch the picture labeled HDMI, and then touch one of the projectors to have your laptop appear on that projector.
5. To control in room web cam, first project 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 ceiling, next to the back wall.
6. The in room volume can be controlled by the volume buttons on the right side of the touch panel.
7. 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.