Classroom Technology Guide

Claremont
Graduate
University

Power On

1. Press the ON button on the control panel, which is located near the room door.
2. Wait for the red warm up light to turn off.
3. Press the appropriate white button to select the device you will use.
4. Turn on the computer or DVD/VCR as needed.
5. If you are using your laptop, find the laptop cable on the shelf in the closet and connect your laptop to the ports located under the control panel.
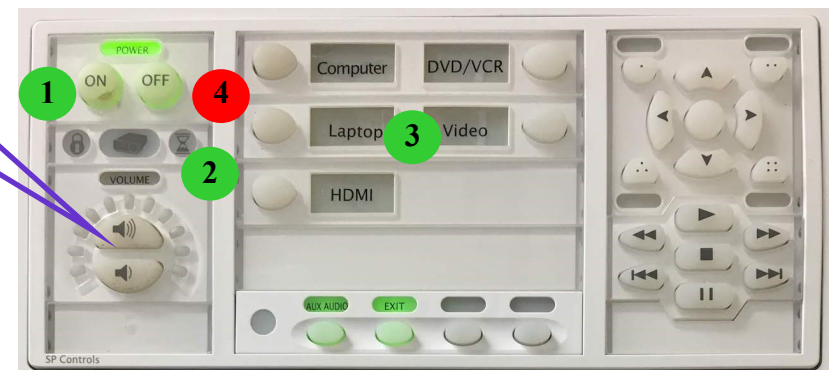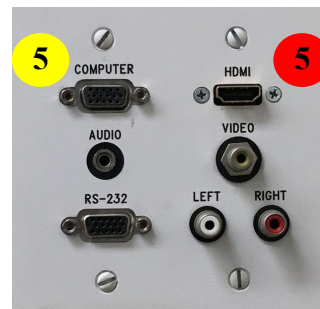   The HDMI cable connects to the red port in the picture while the VGA cable connects to the yellow port.
6. Use the wall switch labeled "SCREEN", located near the room door, to lower the screen.
7. If you are using the computer, just press the ENTER key if it asks for a password.

Power Off

1. If you were using the computer, please log off and shut it down.
2. If you were using your laptop, please disconnect the cable and return it to the cabinet.
3. If you were playing a DVD or VHS tape, don't forget to eject it.
4. Press the OFF button on the control panel.
5. Please raise the screen.

You can control the volume here.

For assistance with the technology in the classroom, please call (909)607-3695. For assistance with the furniture, air conditioning, etc., please call Facilities at (909)607-7765. For emergencies, please call Campus Safety at (909)607-2000.