

A/V Instructions: Lecture Room 3

Turning on the System:

1. On the podium panel select "***Display: On***". The projector may take up to a minute before the screen displays anything.


To Use the PC:

1. Log in to the computer using username '***omedguest***' and password '***omedguest1***'.

To Use a Laptop:

1. Connect the laptop to the monitor cable in podium.
2. If the input doesn't automatically switch after a minute, press the input select button on the box just underneath the podium. See illustration.



3. Plug the headphone cable into the headphone jack on your laptop (if you wish to have sound).
4. Turn on the laptop.
5. If you **DO NOT** see your computer screen displayed by the projector...
 - a. Verify the cable is securely plugged into the laptop
 - b. If the image from your laptop still does not appear on the LCD screen, check your video settings. (Use  + P key to switch display to duplicate / Command+F1 on Mac to mirror display.)

Shutting Down the System:

1. Unplug the cables from your laptop.
2. To turn off the system, press the "Display: Off" button on the podium panel. This will initiate the shut down process which may take a few moments.