
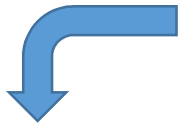


ANDERSON 129

A Guide to Using the Podium

Please begin by:

- Turning on the monitor and mini tower PC (both located on the top of the podium).
- Using the remote, please turn on the projector
- Using the  button on the wall behind the podium, lower the projector screen



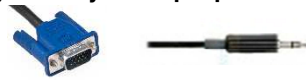
Display the PC

- By default the projector will display the PC
- If the PC does not display, use the 'Comp1/2' button to select the Computer 1 input



Display your laptop

- Connect the VGA cable and audio jack to your laptop



- Power on the laptop
- The projector will automatically switch to displaying the laptop
- When you are done with the laptop, simply unplug it and the projector will default back to the PC



Use the Document Camera


- To power on the doc cam flip the power switch near the base of the camera neck
- Using the 'BNC' button on the remote, change the input on the projector and you will see the document camera displayed
- To return to the PC simply use the 'Comp 1/2' button on the remote



Play DVD/VHS

- Power on the DVD/VHS player and insert your media
- Use the 'Video 1/2' button on the remote to change the input to the projector
- To return to the PC, simply press the 'Comp 1/2' button on the remote
-

When finished, please:

- Use the remote to turn off the projectors and the wall  button to put up the projector screen
- Detach cables from laptop, leaving them connected to the podium for the next user
- Power down the document camera, DVD/VHS, or any other device you have used
- Log off of the computer by clicking the Start button on the bottom left and then selecting 'log off'