Touch Panel
Classroom Technology

University of Dayton Information Technology
Classroom Support
Data Projector Controls

**POWER**
To power the projector ON/OFF press the **Power On/Off** button. The screen will go down automatically.

**SOUND**
Use the up or down buttons to adjust room **AUDIO** volume. The center button will mute the room audio. Make sure that volume at the source is turned up and is not muted.

**INPUT**
Select which **INPUT** to display to the projector. The selected input will be highlighted in white.

The **Mute Display** button will mute the projector without muting the PC monitor.

For assistance please contact Technology Support Services at 229-3888.
### PC Instructions

<table>
<thead>
<tr>
<th>Access the Windows Desktop</th>
<th>Access Your Network (Novell) Files</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Login to the Workstation</strong></td>
<td><strong>Login to the Campus Network</strong></td>
</tr>
<tr>
<td>1. Press the Ctrl+Alt+Del keys simultaneously and release</td>
<td>1. Right-click the Novell Services icon (N) in the lower right corner of your screen</td>
</tr>
<tr>
<td>2. The login screen should say “Log on to this computer”, if not, select the “computer only login” option under the username and password fields.</td>
<td>2. The Novell Services menu will appear; select “Novell Login . . .”</td>
</tr>
<tr>
<td>3. Enter the username <strong>faculty</strong>; and leave the password field blank</td>
<td>3. Enter your Novell/LDAP username and password</td>
</tr>
<tr>
<td>4. Click <strong>the blue arrow</strong> or hit the enter key to login</td>
<td>4. Click <strong>OK</strong> (a status window will open to display the login process and close when fully completed)</td>
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</tbody>
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<table>
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<tr>
<th>Gain Secure Access to the Internet</th>
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<tr>
<td><strong>Login to the UD Network Authentication System</strong></td>
</tr>
<tr>
<td>1. Upon login a web browser window will appear prompting you for network access.</td>
</tr>
<tr>
<td>2. Enter your LDAP username and password in the provided text fields.</td>
</tr>
<tr>
<td>3. Click <strong>Sign in</strong></td>
</tr>
<tr>
<td>4. Before you leave the room log out of the workstation by pressing Ctrl+Alt+Del and clicking “logoff”</td>
</tr>
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</table>
Blu-ray Controls

Select the **Blu-ray Player** input for Blu-ray Disc (or DVD) playback.

Use the **POWER ON/OFF** button to turn Blu-ray player on or off.

Use the **MENU** button to jump to the Blu-ray/DVD’s menu.

Use the directional buttons ▲▼►◄ to navigate through the Blu-ray player menus.

Use the **DISC EJECT** button to open the Blu-ray’s disc tray.

Use “**OK**” button to confirm a selection.

Play, Pause, Stop, Prev, Next functions

Blu-ray player can be found below podium

For assistance please contact Technology Support Services at 229-3888.
Additional inputs HDMI, Laptop (VGA), and AUX can be used to connect devices such as laptops, DVD/VHS players, and cameras. Make sure to select the appropriate input on the control panel to display to the projector.

For assistance please contact Technology Support Services at 229-3888.
Helpful Tips:
Connecting a Laptop PC to the VGA Input

1) Connect your laptop to the VGA input the via the VGA cable

2) Connect the audio end of the VGA cable into your laptop’s headphone jack. Make sure the opposite end is plugged in securely to the input plate

If the image is not being shown on the projector, perform the following steps:

1) Press the Windows key and the P button at the same time

2) Select “Duplicate”
Helpful Tips: Connecting a Mac to the VGA Input

1) Connect your Mac to the VGA input on the podium (you will need the appropriate VGA adapter for your MAC)

2) Connect the audio end of the VGA cable into your Mac’s headphone jack. Make sure the opposite end is plugged in securely to the input plate

If the image is not being shown on the projector, perform the following steps:

1) Click the Apple Icon. Then select “System Preferences”

2) Click “Displays”

3) Select the “Arrangement” tab and then check the “Mirror Displays” box
Document Camera
(Available In Some Rooms)

Document camera is stored in drawer on side of podium.

Make sure to select the Doc Cam input on the control panel to display to the projector.

Lamp (for overhead arm)
Zoom In and Zoom Out
Auto Focus

Doc Cam power button: Silver button found on side of device

For assistance please contact Technology Support Services at 229-3888.
Classrooms Are Shared Spaces
So please...

• Do not store sensitive data on Classroom PCs
• Log off of Classroom PCs after use (Do not shut down)
• Power off projector(s)
• Remember any flash drives, belongings

For assistance please contact Technology Support Services at 229-3888.