General Instructions
1. Press the Crestron touch screen on the side wall to activate it.
2. Press the Video Sources button. Choose your source:

<table>
<thead>
<tr>
<th>Laptop Plate</th>
<th>Video Plate</th>
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<tbody>
<tr>
<td>DVD</td>
<td>Distributed Audio Feed</td>
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</table>

3. The LCD projector will automatically turn on and the Screen will lower once you have made a selection.
4. To control the Volume, press the up or down arrow on right side of touch screen. Press Select to toggle between control of Program and of Speech.
5. The Environ. button can be used to mute the image, and turn projectors on/off. (N.B. – Always use the Video Sources button for initial startup and the Power button for final shutdown.)

To view a laptop computer
1. Attach a VGA cable, from your Laptop to the Laptop Plate wall jack. (N.B. – you may also connect an audio cable if you desire)
2. Press Laptop Plate video source on the touch screen.
3. Turn on the laptop computer.

To view a DVD (via the player in the Seminar Room Master Closet Rack)
1. Press DVD video source on the touch screen.
2. Press eject button on the DVD to eject tray. Insert a DVD. Press eject.
3. You can control the DVD via the touch screen controls.
4. Press More Controls to access the DVD menu.
5. Press More Controls, then press Menu to see the DVD’s menu selections. Use the ← → and ↑ ↓ touch screen buttons to navigate the menu. Press the Enter button to view your selection.
6. Press Transports button to go back to the DVD playback controls.
7. Press Return to return to the Source Selection screen.

To broadcast sound from the Seminar Room Master Closet Rack:
CD player, iPod, Audio Rack input
1. Press Distributed Audio Feed on the touch screen.
2. Select CD player, iPod Dock, or Audio Rack Plate.
3. Play a CD, dock an iPod, or attach an external audio source to the Audio Rack Plate in the Master Closet Rack*.

*(See the Weis Master Closet Audio Distribution Rack QuickStart for instructions on its use)
To broadcast Microphone sound
1. Plug an XLR microphone into one of the Mic wall jacks, or turn on the wireless mic.
2. To control the volume, press Select on the right side Volume control till Speech appears.
3. Adjust the volume as needed.
4. Press Select again, till Program appears, to control any playback sound.

To view an external Video Source
1. Attach the external player/source to the Video Plate wall jack.
2. Press Video Plate video source on the touch screen.
3. Press Return to return to the Source Selection screen.

Final Shutdown
1. Eject all videos, DVDs, etc.
2. Always shut the Crestron system down completely. If you do not, you will cause problems for the next user.

To shut the Crestron system down
1. Press the green Power button on the touch screen.
2. “Are you sure you want to exit and shut the system down?” Press Yes.
3. The screen will retract into ceiling. The LCD projector will cool down and shut off automatically.

For Assistance, Call:
291–4279   TEC Assistance Hotline, OR
358–4467   Wendy Baker Davis