General Instructions
1. Find the Control Center plate on the podium
2. Adjust the volume control to 12 o’clock
3. Press the button for the source you wish to project
   - Video – for DVD and VHS playback
   - PC – for laptop display

   A green light will appear to the right of the source you selected and the LCD projector will turn on.

To display a laptop computer
1. Carefully plug the provided VGA cable into your laptop. If you want to play out sound, attach the audio cable as well

To Playback a DVD or Videotape
1. Turn on the DVD/VHS Player. Please allow time for start-up
2. Insert your videotape or DVD into the player
3. Control playback using the buttons on the player or the remote control

Shutdown
1. Press the selected source button on the Control Center and hold for 5 seconds

   The green light next to the source will flash and the projector will begin its cool-down. Always shutdown the projector in this manner before exiting the classroom.
2. Eject all media and turn off the DVD/VHS player
3. Place the remote control back in the drawer

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