General Instructions
1. Press the Crestron touch screen on the front wall to activate it.
2. Press the Video Sources button. Choose your source:
   
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3. The LCD projector will automatically turn on and Wall 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 Enviro button can be used to mute the image, and turn on/off projectors.
   (N.B. - Always use the Video Sources button for initial startup and the Power button for final shutdown.)

To view a laptop via the fixed VGA cable (found in the rear cabinet)
1. Attach your Laptop to the fixed VGA cable. Attach the audio cable if desired.
2. Press Room PC video source on the touch screen.
3. Turn on the laptop computer.

To view a laptop computer
1. Attach a VGA cable, from your Laptop to the Laptop Plate on the wall or to the Floor Box.
   (N.B. - you may also connect an audio cable if you desire)
2. Press Laptop Plates video source on the touch screen.
3. Select Front Wall Plate or Floor Box.
4. Turn on the laptop computer.

To view a DVD (via the DVD-VCR found in the rear cabinet)
1. Press DVD-VCR Tuner video source on the touch screen.
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/VCR playback controls.
7. Press Return to return to the Source Selection screen.

To view a VHS Video (via the DVD-VCR found in the rear cabinet)
1. Press DVD-VCR Tuner video source on the touch screen.
2. Insert your videotape into the DVD-VCR. It will start to play automatically.
3. You can control the Video via the touch screen control panel.
4. Press Return to return to the Source Selection screen.

(N.B. - Use the Select button on the DVD-VCR to switch between the DVD or VCR image)
To view a Blu-Ray disc (via the Blu-Ray player found in the rear cabinet)
1. Press Blu-Ray video source on the touch screen.
2. Insert your Blu-Ray disc into the Blu-Ray player.
3. You can control the video via the touch screen control panel.
4. Press More Controls to see additional Blu-Ray controls.
5. Press Transports to go back to the Blu-Ray playback controls.
6. Press Return to return to the Source Selection screen.

To view an external Video Source
1. Attach the external player/source to the Wall Plate HDMI, the Wall Plate Video, or Floor Box Video.
2. Press Aux Videos video source on the touch screen.
3. Select Wall Plate HDMI, Wall Plate Video, or Floor Box Video.
4. Press Return to return to the Source Selection screen.

To broadcast microphone sound
1. Plug an XLR microphone into the Mic 1 or Mic 2 jack on the Front Wall Plate.
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.

Final Shutdown
1. Eject all videos, DVDs, Blu-Ray discs, 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