General Directions
1. Press the Crestron Touch Screen on right side of podium to begin.
2. Press the Video Sources button to select your source, as follows:

<table>
<thead>
<tr>
<th>Room PC</th>
<th>DVD/VCR</th>
</tr>
</thead>
<tbody>
<tr>
<td>HDMI</td>
<td>VGA</td>
</tr>
<tr>
<td>AUX Video</td>
<td></td>
</tr>
</tbody>
</table>

The projector will turn on automatically once a selection has been made.

3. Control the Volume with the Up and Down arrow buttons on the right side of screen.
4. Use the Power button to shut the system down when you have finished. *Do Not use the Environment buttons or Display Mute to shut off the projector when finished. You will cause damage to the projector.*

To select the built-in computer as your source
1. Press the Power button on right rear of computer (if necessary, to turn it on).
2. Press the Room PC source button.
3. Log in to the computer using your F&M Net ID and Password

To select a laptop as your source
1. Attach your laptop to the VGA cable in the rack. Attach the audio cable if desired.
2. Press the VGA source button.
3. Turn the laptop on.

To play an HDMI source
1. Attach your HDMI device to the provided HDMI cable.
2. Press the HDMI source button.
3. Operate using the controls on the HDMI device.

To view a DVD or play an Audio CD via the DVD/VHS player
1. Press the DVD/VCR source button.
2. Press the onscreen open/close button to eject the tray. Place the DVD or CD in the tray.
3. Press the open/close button again to close the tray.
4. Press Menu Controls for additional DVD controls and Menu access.
5. Press Menu Controls then Press the Menu button. Use the ← → and ↑ ↓ touch screen buttons to navigate. Press the Enter button to make your selection.
6. Press Transport Controls to return to the DVD/VCR playback controls.
7. Press Return to go back to the Video Sources selection screen.

To view a video via the DVD/VHS player
1. Press the DVD/VCR source button.
2. Insert a videotape into the player. N.B. - the video will start to play automatically.
3. Control playback using the onscreen buttons.
4. Press the VHS Eject button ▲■ (behind the pull-down flap on player) to eject the tape.
5. Press Return to go back to the Video Sources selection page.
**AUX Video Jack**
1. Any device with an **RCA Video and Audio L & R Out** can be plugged into the **Aux Video** jacks on the rack, and played out via the system.
2. Operate using the controls on the device.

**Final Shutdown**
1. Power off the system properly. Press the **Power** button on the touch screen. Press **Yes** when it asks “**Are you sure you want to exit and shut the system down?**”. The LCD projector will cool down and shut off automatically.

**DO NOT USE DISPLAY MUTE TO SHUT DOWN PROJECTOR AT END OF CLASS - YOU WILL SOON BURN IT UP. ALWAYS PRESS POWER ON THE TOUCH SCREEN TO SHUT DOWN.**

2. Detach any laptop or HDMI device.
3. Eject any Videos, DVDs, or USB drives.
4. Please coil up the **VGA** and **HDMI** cables and place them up off the floor, so they do not become damaged.

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