General Instructions
1. Find the Control Center plate on the box on the wall
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.

4. Press the Screen Down button on the wall to the right of the A/V box. This will lower the screen.

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
2. Insert your videotape or DVD into the player
3. Control playback using the buttons on the player. Pull down the front flap to see more controls.
   (N.B. - See the SCC desk staff if you need to borrow a remote)

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 begins it cool -down.
2. Eject all media and turn off the DVD/VHS player
3. Press the Screen Up button on the wall to the right of the A/V box to retract the screen.

For Assistance, Contact the SCC Desk Staff