General Directions (for Divided use)
1. Press the Crestron touch screen, on the wall-mounted box in Booth Ferris North OR Booth Ferris South, then press the Start button. This will activate the system. (N.B. - Both rooms can be operated independently of each other OR can display the same source. See QuickStart for Combined use)
2. Choose Divided to send the signal only to the room you are standing in.
3. Press the Sources button to the left of the touch screen. The LCD projector will automatically turn on, and the screen will lower.
4. Choose your source:
   - DVD/VCR
   - Aux VGA
   - Aux HDMI
5. To control the volume, press the raised Vol up or Vol dn or Mute buttons to the right of the touch screen.
6. The Vid Mute button will hide the projected image.
7. Use the Back button or the Sources button to return to a previous screen.
8. The Room button can raise and lower the screen, and turn on/off the projector. (However, Always use the Sources button for initial startup and the Exit button for final shutdown rather than the Room button controls.)
9. Press the Exit button to completely shut down the system when finished.

To view a laptop computer
1. Attach the VGA cable, located below the touch screen, to your Laptop. (N.B. - you may also connect the audio cable if you desire)
2. Press Aux VGA source on the touch screen.
3. Turn on the laptop computer.

NB – Mac Users: If your entire desktop does not appear on the projected image, go to System Preferences > Displays > Arrangement, and check mark Mirror Displays. You should now see your complete image. PC Users: Go to Control Panels > Display and set up Duplication there (this may vary depending on your laptop make and Windows version).

To view an HDMI source
1. Attach the HDMI cable, located below the touch screen, to your HDMI source.
2. Press Aux HDMI source on the touch screen.
3. Control your HDMI source via its own controls.

To view a DVD (via the DVD/VCR player)
1. Press DVD/VCR source on the touch screen.
2. Press the Open/Close button on the touch screen to eject the DVD tray. Insert the DVD. Press Open/Close again to shut the drawer.
3. You can control the DVD via the touch screen controls
4. Press Menu 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.
5. Press the Transports Controls button to go back to the DVD/VCR playback controls.
6. Press the DVD or VCR button to alternate between a DVD and a videotape.
7. Press the Sources button to return to the Source Selection screen.
To view a Video (via the DVD/VCR)
1. Press DVD/VCR 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 the DVD or VCR button to alternate between a DVD and a videotape.
5. Press the Open/Close button on the touch screen to eject the videotape.
6. Press the Sources button to return to the Source Selection screen.

To view Cable TV
1. Press DVD/VCR video source on the touch screen.
2. Press the Chan ▲ / Chan ▼ button on the touch screen to change channels.

Microphone Use
1. Obtain a wireless microphone from the SCC staff.
2. Turn it on.
3. Press Program on the touch screen. It will change to Speech.
4. Control the mic volume with Vol Up, Vol Dn buttons to the right of the screen.
5. Press Speech again to return to volume control of Program (regular use).

Final Shutdown
1. Eject all compact discs, 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 raised Exit button to the left of the touch screen.
2. “Are you sure you want to exit and shut the system down?” Press “Yes”.
3. The LCD projector will cool down and shut off automatically. Screen will retract.

For Assistance, See the Steinman College Center Desk Staff.