**CLASSROOM TECHNOLOGY HELP GUIDE**

**PROJECTOR ON & OFF**
Press the Projector On button to turn on the ceiling-mounted video projector. The projector requires approximately 45 seconds to warm up and display an image on the screen. Press the Projector Off button to turn off the projector when you leave the room.

**VOLUME**
Turn the volume knob to increase and decrease room audio.

**BLACK SCREEN**
Black Screen blanks the projection screen so no content is displayed to the classroom, but does not turn off the projector. The button will flash red when the screen is blank.

**SCREEN UP & DOWN**
The Screen Up & Down button will lower and raise the motorized projection screen.

**LECTERN PC**
Press the Lectern PC button to mirror the display from the resident classroom computer to the video projector.

**LAPTOP**
Press the Laptop button to mirror the display from a laptop computer to the video projector. Connect the video, audio, and network cables on the top of the podium to the laptop.

**DOC CAM**
Press the Doc Cam button to display items from the document camera on the projection screen. The document camera is located in a sliding drawer on the right side of the podium.

**DVD**
Press the DVD button to display DVD videos on the projection screen. The DVD player is located in the podium.

**VCR**
Press the VCR button to display VHS tapes on the projection screen. The VCR is located in the podium.

**PIP**
The projector can display two video sources simultaneously—one each from the top and bottom row of video sources. Press the PIP button to toggle between displaying one source or two. The button will light green when one source is displayed and red when two sources are displayed.

**DVD & VCR CONTROL**
Use these buttons to control DVD or VHS playback. No remote is necessary.

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