Starting the system

Touch the screen to wake the touchscreen. Then select your source:

**PC** -- The computer inside the lectern.

**AUX VGA** -- Laptop connection.  
*see page 2 for specific instructions*

**AUX Video** -- DVD player with composite (composite) cables.

**Bluray** -- Blu-Ray disc.

After selecting your source, the display will say “System Starting Up, Please Wait…” along with a percentage rating. When the counter hits 100%, the system will be ready.

*To change inputs once the system is on, press **MAIN** and select the new source.*

Making Adjustments

You can adjust the volume of the microphone and system using the buttons on the side of the touch panel.

- **MIC ▲** raises the volume of the microphone
- **MIC ▼** lowers the volume of the microphone
- **MIC MUTE** mutes the microphone

- **SOURCE ▲** raises the volume of the system
- **SOURCE ▼** lowers the volume of the system
- **MUTE** mutes system volume

Shutting Down

To turn off the projector and audio system, press **SYSTEM OFF**. Confirm by touching the **YES** button on the screen.

After confirmation, the system will be unusable for 90 seconds.
Connecting a laptop to the system

Two cables are needed to connect a laptop to the system, a video and audio cable.

Connect the audio cable to your laptop’s headphone jack, and the video cable to your laptop’s VGA port. Connect the other end of the cables to their respective ports on the panel on the side of the lectern.

Ensure that your display is mirrored. To mirror your laptop display:

**Windows**

Hold down the **Fn** key and press the **F8** key on your keyboard. Choose **Duplicate**.

**Mac**

Under the ☹️ menu, select System Preferences, and choose **Displays**. Under the **Arrangement** tab, check the box near **Mirror Displays**.