Technology Instructions
for General Purpose Classrooms

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General-Purpose Classroom
Technology Instructions

Starting the system

To turn on the projector, press DISPLAY ON, or touch System Start.

Choosing an input

Once the system is ready, choose the source to display.

- **PC**
  - The computer inside the lectern.
- **LAPTOP**
  - A laptop with a video/audio cable.
    *(See page 2 for specific instructions)*
- **DVD**
  - The Blu-Ray player inside the lectern.
- **HDMI**
  - Connect a device with an HDMI cable.
    *(See page 2 for specific instructions)*
- **AUXILLARY**
  - Connect a device with composite ( ) connections.
- **DOC CAM**
  - To use the document camera inside the lectern.

Items marked with a • may not be available in all rooms.

Making Adjustments

- **AUTO IMAGE**
  - Adjusts the image on the projector
- **VOLUME**
  - Raises the volume
- **VOLUME ▼**
  - Lowers the volume
- **MUTE**
  - Mutes system volume

Shutting Down

To turn off the projector and audio system, press DISPLAY OFF.

Confirm by touching the YES button on the screen.

After confirmation, the system will be unusable for 90 seconds.
Connecting external devices to the system

Connecting a laptop via video/audio cable

Connect an audio cable to your laptop’s headphone jack, and a video cable to your laptop’s VGA port. Connect the other end of the cables to their respective ports below the touch panel.

Connecting laptops via HDMI

Connect your HDMI cable from your laptop’s HDMI-out to the HDMI port below the touch panel.

Connecting a device via composite cables

Connect each jack of the composite cable to the matching-color jack on the device. Then, plug the cable in below the touch panel.

Connecting a device via USB

For your convenience, a USB port is located below the touch panel.
Using the annotation software

The annotation software installed on the PC is Open-Sankoré, an open-source whiteboard simulator. To open it, double-click its icon on the desktop.

By default, the program opens in full-screen Board mode. There are four areas of interest on this screen:

1 – Menu

This button is similar to the File menu on most Windows programs. From here, you can cut, copy, paste, and quit (Alt+F4) the program.

2 – Modes

The most commonly-used modes are Board and Show Desktop. Board is the mode shown above. Show Desktop will display the PC’s screen with a toolbar to annotate it. For more information on using Show Desktop mode, see the next page.

3 – Tools

These are the tools used to annotate/write on the screen.

1 Pen Write on the screen 8 Zoom Out Make screen smaller
2 Eraser Erase annotations 9 Laser Pointer Emphasize onscreen elements
3 Highlighter Highlight onscreen text 10 Line Draw a line
4 Mouse Control the PC 11 Add Text Type on the screen
5 Interact Move annotations 12 Snip Capture a part of the screen
6 Scroll Move board up and down 13 Keyboard Shows a virtual keyboard
7 Zoom In Enlarge the screen

4 – Tool Options

These change the appearance of the selected tool.
**Show Desktop mode**

This mode allows you to annotate PowerPoint presentations, web pages, and other content being displayed on the PC. The toolbar in this mode is slightly different.

To edit the tool options from this toolbar (tools with a ▶ next to them), hold down the left mouse button over the tool you wish to modify.

- Return to Board Mode
- Pen Tool
- Eraser
- Highlighter
- Mouse (control the PC)
- Laser Pointer
- Virtual Keyboard
- Screen Snip (copy part of the screen to the board)
- Screenshot (capture all of the screen to the board)
- Show/Hide Desktop (projects either the PC desktop or a blank screen)

**Exiting Open-Sankoré**

To exit Open-Sankoré in Board mode, click on the Open-Sankoré menu in the top right corner and choose the last option, **Quit**.

To exit Open-Sankoré while in Show Desktop mode, click on Return to Board Mode and select **Quit** from the Open-Sankoré menu.