

Hislop

Classroom Technology Instructions



1. Are you using the computer in the instructor's desk? Wake it up by pressing the space bar.

2. Are you using your own laptop computer? Connect it to the VGA and audio cables lying on the desk. →



3. Lower the projection screen using the switch on the wall.

4. Touch the touchscreen on the desk to begin.

a. Are you sure you wish to power on the projection system?

Touch **YES**

b. To display the instructor's computer, touch **COMPUTER**.

c. To display your laptop, touch **LAPTOP**. (You may need to toggle the laptop's display; how you do that depends upon your laptop.)

d. If your presentation contains audio, touch **ROOM VOLUME** controls to adjust the sound.



5. Adjust the lights using the light switches on the wall.

6. When finished, touch **SHUTDOWN**.

7. Are you sure you wish to power down the system? Touch **YES**.

→Need help? Use the phone on the wall to dial 7010 (IT Help Desk)