Lawrence 177 Classroom Technology Guide

1. Turn the projector on
   a. In the upper left-hand corner of the touch panel, press the “Projector” button to wake up the screen.
   b. Press “Projector 1 turn ON” button on the touch screen.

![Image of projector control panel]
2. Connect your device  
   a. Connect your device to the desired cable located next to the touch panel. The system supports the following signal inputs: VGA, Resident computer, DVD player, Document Camera, and RCA.  
      o For some devices (such as Macbooks and tablets), it may be necessary to connect an adapter to the VGA.

3. Select your projection source  
   1. To route a source to the projector, press the button for the source that you would like to use (VGA which is labeled “Laptop computer,” the resident computer, DVD Doc cam, RCA which is labeled AUX input.)
Resident Computer

a. The resident computer is a built in desktop computer you can use instead of or in addition to your laptop computer.

b. To operate select the resident computer input on the touchscreen and use the pull out mouse and keyboard to operate it.

c. If nothing is appearing on the screen make sure that the monitor is turned on which is indicated by a green lit power button on the bottom right corner of the monitor.
4. Dual Display
   a. Some rooms have shortcuts that will allow you to display the same image on both projectors instantly. Press the button that says “Dual DISP” that’s on the left side of the touch panel.

![Image of Dual Display Controls]

**Note:** Push the blue buttons to change the inputs.

b. As a multi-display system, it is also capable of displaying different images onto different output sources.

   c. For example, one projector will display your laptop, while another will display the document camera.

5. Audio
   a. If you would like to connect the sound to the system, plug the audio cable into the headphone input of your device.

   b. You can control the volume by tapping the “VOL UP,” “MUTE,” and “VOL DN” options along the right side of the touch panel to turn adjust the audio levels.
6. Microphones
   
   a. Locate the microphone charging station behind the Crestron touch panel on the podium. Tap the “Mic” button on the left of the touch panel to turn on the microphone and adjust audio levels.

   ![Microphone Charging Station](image1.jpg)

   b. When finished, please turn the microphone off, return it to its charging station and press down until it clicks.

   ![Microphone](image2.jpg)
7. Please turn off the system when finished
   a. Press the “ALL OFF” button located on the upper right-hand corner to shut down the entire system.

Troubleshooting Tips

- What if my audio isn’t working?
  o Confirm that the audio cable is completely plugged into your device and the far end is plugged into the audio input jack. Confirm that the player volume (Youtube, Windows Media Player) and the device’s volume are turned up. Next, turn up the classroom volume on the Crestron touch panel.

- I’ve plugged in the HDMI (or VGA) cable, but my computer is not projecting?
  o Confirm that the other end of the cable is plugged into the input jack. Next, re-plugin the cable that is connected to your device. Confirm that the correct input is selected on the touch panel.

- The Crestron screen is frozen
  o Contact CMET so a technical can properly reset the system at (541) 346-3091

For further assistance please contact the AAA Tech Desk at (541) 346-2081 or CMET at (541) 346-3091.