LLC 101 Classroom Technology Tutorial

Living-Learning Center (LLC) 101 has three projectors with three separate Crestron touch panels. Generally, instructors use the front two projectors and ignore the side (third) projector. Each projector is controlled by its corresponding touch panel located on the wall near the projection screens.

1. Turn the projectors on
   a. In the upper left-hand corner of the touch panel, press the “Projector” button to wake on the screen.
   b. Select “Projector turn on” to start up each projector
2. Connect your device
   a. Locate the input jack on the wall underneath the Crestron panel, the most commonly used jack is for **Input 2**. Connect your device to the desired cable you would like to use. All cables are located near the bottom of the touch panel.
      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
   a. To route a source to the projector, select the icon for the source that you would like to use. If you have your device connected to the Input Jack 2 located in the middle of the room, select **Laptop Input 2** as your source.
   b. Select DVD or VCR if you are using those players located in the cabinet near the middle of the classroom (closest to Input Jack 2)
4. Audio
   a. Connect the device’s sound to the classroom system via the audio cable. Plug the audio cable into the **headphone** input of your device. Increase the volume on the device and player (Youtube, Windows Media Player) first.
   b. Next, control classroom system’s volume by pressing the volume control buttons on the Crestron touch panel.
      - Go slow when adjusting the classroom volume, it may take a second or two for a difference to be heard.

5. Microphone
   a. Locate the microphone inside the equipment cabinet in the middle of the room.
   b. When finished, turn the microphone off, return it to its charging station and press down until it clicks into place.
6. Please turn off the system when finished
   a. Press “Projector turn OFF” on the touch panel to turn off the projector.
   b. Then press the “ALL OFF” button located near the upper right-hand corner of the touch panel to shut down the entire system.
   c. 

**Tips/Troubleshooting**

*Light Controls* – located on front wall near Projector 1’s touch panel and screen. LLC 101’s light controls are built for stage lightening for events, take a minute to adjust the lightening that best fits your classes needs.

*DVD & VHS Player* – located in the wall cabinet near Projector 2’s touch panel and screen.
Document Camera – LLC 101’s hosts many events and due to the nature of this room, a mobile document is on a cart in the corner of the room. Typically, the cart is located near the entrance door closest to Projector 2. The document camera connects to the system just like a laptop using the VGA cable. Confirm the VGA cable is plugged into the document cameras “OUT” input and that the other side is connected to the wall plate. Be sure to select the necessary input depending on what wall input plate you are using.

A. What if my audio isn’t working?
   a. Check both ends of the audio cable, make sure the further end is plugged into the wall jack. Next, confirm the near end is completely plugged into your device.
   b. Confirm the volume on your device and the player is turned up close to maximum. Then, turn up the classroom volume using the Crestron touch panel has necessary.

B. The Crestron touch panel is frozen.
   a. Contact CMET immediately so a technician can properly reset the system: 541-346-3091

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