AN 150 Instructions

To Start the System
Use the touch screen on the top of the podium.
Tap the touch screen twice to get to the source/destination page.
Select PRESENTATION and DUAL SCREEN - then START SYSTEM.
- OR - Select PRESENTATION and CENTER SCREEN - then START SYSTEM.

TO USE DESKTOP

- Make sure the computer is ON.
- Select the LAPTOP input on the touch panel.
- Push the COMPUTER 2 button on the top of the remote.
- The projector should now be showing video from the desktop.
- When switching inputs back to Laptop make sure to select COMPUTER 2 on the remote.

TO USE VHS

- Select the VCR input on the touch panel.
- Turn on the DVD/VCR player (Located behind the podium doors).

TO USE DVD

- Select the DVD input on the touch panel.
- Turn on DVD player. (If not already on)

TO USE LAPTOP

- Select the LAPTOP input on the touch panel.
- Connect the Blue VGA cable that is labeled CONNECT TO LAPTOP to the Laptop.
- Your laptop should now be shown on the projector.

HOWTO: Setup your Laptop to output VGA.

- Locate your FN key, this is your Function Key.
- Locate your toggle output key, it is usually on one of your F1, F2, F3..etc keys. It likely will have the image of either a small screen overlapping another or of what looks like a monitor.
- While holding down the FN key, SLOWLY press the Toggle output Key.

If SOUND is not working:

- Make sure the volume on the control panel is turned up by using the volume buttons on the right side of the panel.
- Make sure the very bottom panel of the unit in the closet to the right of the podium is ON.
- Double click on the SOUND icon on the lower right hand side of the computer screen (on the toolbar).
- On the Volume Control screen that appears all of the Mute boxes should be unchecked.
- Make sure all of the volume slides are at the top.

Lectern Mic

- Just for the Mic audio and no projector: go into Utilities (lower right corner of the touch screen) and turn off the projector. There is also a screen up and down option.
If the Projector is not on: Go into Utilities and make sure the projector is turned ON if not press the on button; it will take a little bit for the projector to turn on.