To Start the System
Use the touch screen in the upper right hand corner of the podium to start the system.
Tap the touch screen twice to get to the source/destination page.
Select PRESENTATION and then START SYSTEM.

TO USE DESKTOP
- An Audio and Video source needs to be selected
- Select the LAPTOP input for both Audio and Video.
- Select which projector(s) you want to show the source on.

TO USE DVD
- An Audio and Video source needs to be selected
- Select the DVD input for both Audio and Video.
- Select which projector(s) you want to show the source on.
- The DVD/VCR player is located on the wall left of the podium.
- Turn on the player and insert DVD, press play.
- Controls for the DVD are located on the touch screen.

TO USE VCR
- An Audio and Video source needs to be selected
- Select the VCR input for both Audio and Video.
- Select which projector(s) you want to show the source on.
- The DVD/VCR player is located on the wall left of the podium.
- Turn on the player and insert VHS, press play.
- Controls for the VCR are located on the touch screen.

TO USE DOCUMENT CAMERA
- Select the DOC CAM input on the touch panel.
- Select which projector(s) you want to show the source on.
- The document camera is located on the table to the right.

TO USE LAPTOP
- Connect the VGA cable to the Laptop
- There is also an AUDIO and NETWORK cable provided
- An Audio and Video source needs to be selected
- Select the LAPTOP input on the touch panel.
- Select which projector(s) you want to show the source on.

HOWTO: Setup your Laptop to output VGA.
- Locate your FN key, this is your Function Key.
- Locate your toggle output key, it is usually one of your F1, F2, F3..etc keys.
  It will have an image of either a small screen overlapping another or a monitor.
- While holding down the FN key, SLOWLY press the Toggle output Key.