Instructions for Using Equipment in the Alger 110 Podium

The equipment in this room is controlled by the Extron Control Panel, on the podium and/or the AV Closet. If you need assistance with operating the system, please call the Help Center at 456-8803.

1) In the podium, make sure that the Main Power Switch is on the rack. The “red switch” needs to be lit.

2) Then turn on the equipment needed for your class.

To turn on/off the Epson projectors:

1) To turn on projector, press the “on” screen button on the Extron panel.

2) Then select the “On” button for each projector

3) Once the Projectors turn on, select the “Close” button to get to the source input menu.

4) To turn off projector, you will need to shutdown the system. Press “System Off” on the Extron panel, then select “Power Down”.

Selecting equipment to be displayed through the Epson projectors by the Extron Panel:

You must select the Display, either 1 or 2, then the Source. For each projector.

Display 1 - Right Projector
Display 2 - Left Projector

Computer - Boot the computer, and select PC on the Extron Panel.

Laptop - Hook laptop to the VGA cable, and select LAPTOP on the Extron Panel.

Note: If the laptop is not projecting, you may need to send the image from your laptop. On the laptop, push both the “Fn” & “CRT/LCD” keys from the keyboard at the same time until you see the image from your laptop projected on the screen.

DVD/VCR Player - Turn on the player, and select DVD on the Extron Panel.

Blu-ray Player - Turn on the player, and select Blu-ray on the Extron Panel.

Mute/Project Display on the Extron Panel:

1) To mute the projection on the screen, press the “Video MUTE” button on the Extron screen.

2) To turn the projection on again, press the “On” button on the Extron panel. Then select the Source to project.

Note: In order to see and hear the equipment, the Source needs to be selected on the Extron Panel.

http://www.ric.edu/toolbox/building_information/levels/eclassroom_laboratory_information.htm