

Instructions for Using Equipment in Building 7 Podium

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



The podium with the AV equipment should be unlocked.

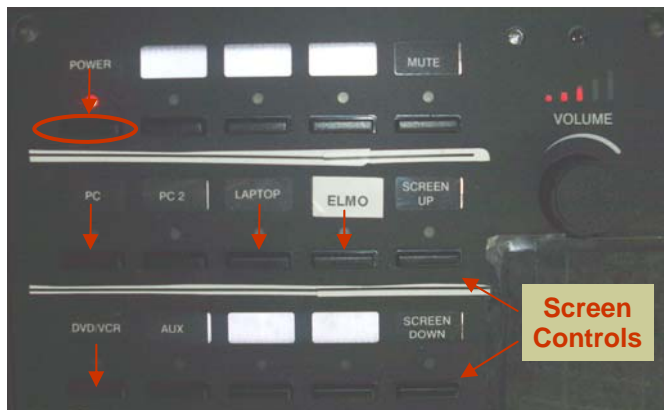
Note: For immediate assistance, please call the Help Center at 456-8803. We are located in Gaige Hall 113.

- 1) Open the cabinet door, and make sure the Main Power Switch is on. The top of the switch should be pushed in.
- 2) From here you can turn on the equipment you need for you class.

To turn on/off the System (including the data projector):

- 1) Press the **POWER** button on the Crestron Panel to turn on the data projector. (see below)
- 2) Then select the equipment input you want projected.
- 3) To turn off the projector, Press the **POWER** button on the Crestron Panel..

Note: If you are using the computer, it must be shut down separately.



Press button for the equipment on the Crestron unit to be displayed from data projector :

PC for the computer - The PC needs to be on in order to project image.

Laptop– Connect the laptop to the VGA cable that is on the side of the podium.

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.

ELMO– The Document Camera / 2nd Laptop connection is a VGA cable connection inside the podium

DVD/VCR for the Combo Player - Use the Crestron to send the video from the player. You will need to use the SONY remote on the cabinet to run your video. Turn off when finished.



Main Power Switch
ELMO Connection

SONY Remote

