Instructions for Using Equipment in Yellow Cottage Room 101

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

The equipment in this room is controlled by the Extron panel, on the wall.

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

To turn on/off the Epson projector:

1) To turn on projector, push the “ON” button on the Extron panel.

   *Note: There is a switch for the screen located on the front wall, by the phone. Press the switch down to lower it.*

1) When the Projector turns on, select the source you need to project.

2) To turn off projector, push the “OFF” button on the Extron panel.

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

### Laptop - set projector to “PC”

1) Connect your VGA cable to your laptop and the “Computer In” (VGA) connection on the wall.

   *If you don’t have a VGA Cable, please call the Help Center at 456-8803. We can deliver one to you.*

2) Select the “PC” source 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.*

3) If you need audio... Connect your laptop via a “mini” audio jack from the headphone port to the “Audio In” (mini jack) on the wall.

### HDMI device - set the projector to “HDMI”

1) Connect your HDMI cable to your laptop and the “HDMI” connection on the wall.

2) Select the “HDMI” source the Extron Panel.

For wireless projection, you will need the EasyMP projection software loaded onto your device. Please call Help Center at 456-8803 for assistance.