

Guide for Using the Equipment in CSE 209

Room Equipment: ceiling projector; screen; speakers; cabling to connect laptop computer

Cables are connected at the wall plate. Connect the available ends to your laptop.

Please do not remove cables from the wall plate or room.

Location of Remote Control : ceiling projector > tethered near screen

1. To use your laptop: Start with laptop turned off.

For computer image to be displayed and sound to be heard,

securely connect three (3) cables to laptop **1) Network** **2) Video** **3) Audio**

PCs can directly connect to the video cable

MACs require a VGA adaptor in order to connect the video cable

2. Turn on the Ceiling Projector

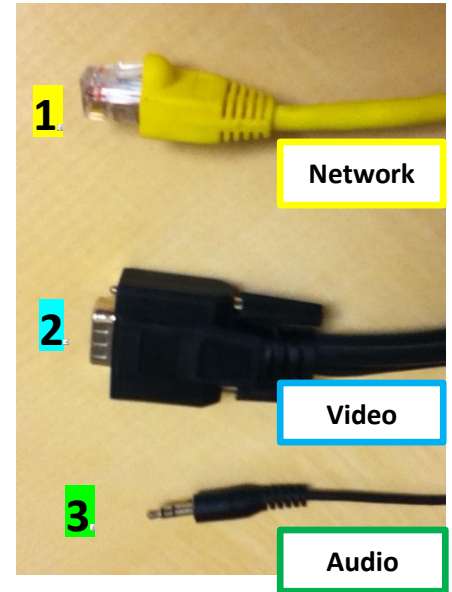
Ceiling projector remote is tethered near the room screen

Wait for the ON light to stop blinking.

Lower screen

3. Turn on your Laptop, log in, and wait as it communicates with the projector.

The computer image on the laptop will be displayed on the screen.



Troubleshooting Tips:

Sound: Volume is primarily controlled through the projector.

- If the sound needs adjusting, use ceiling projector remote to increase or decrease volume.
- If adjustments are still needed, also increase or decrease volume on laptop.

Display:

- **No image displayed from projector:** use projector remote to select PC input
- **No image on laptop screen:** Press Fn/F4 or F8 key (look for icon of a monitor) to toggle between different laptop presentation modes. Windows 7 users, press the WIN key + P
- Power off and wait for OFF light to stop blinking. Repeat instructions.

4. POWER OFF 1) Ceiling Projector 2) Laptop & disconnect cables from laptop

Please do not remove cables from the wall plate or room.

Need assistance? Please contact Becki George, Learning Technology Coordinator, x.1268