1. (In H011 only) Lower the projection screen with the control switch on the wall to the left of the chalkboard.
2. Turn on the projector: On the projector “Control Center” panel, press either the “VIDEO” or “PC” button once. WAIT until the RED light stops blinking. The RED light blinks to indicate the projector in on and warming up.
3. Select a device to display on the projector:
   **Classroom iMac Computer (L205 only):**
   1. On the “Control Center” panel press the “PC” input.
   2. If not already on, turn on the iMac computer. The power button is on the rear, left side, of the monitor.
   3. Login to the computer.
   4. Make sure the video cable from the computer cart is plugged into the computer input on the wall.
   5. Adjust the volume with the “Volume” control on the “Control Center.”
   **Your Laptop Computer:**
   1. On the “Control Center” panel press the “PC” input.
   2. In H011: Connect your laptop to the projector using the Computer Video cable. Connect one end to your laptop’s monitor output and make sure other end is plugged into the computer input on the wall below the “Control Center” Panel. **In L205:** At the wall input plate, unplug the computer video cable coming from the classroom computer. Plug the loose laptop video cable into the wall input and to your laptop.
   3. If you need sound from your laptop to be heard: Connect the mini-plug on the end of the computer video cable to your laptop’s speaker jack.
   4. If you need wired network access: Connect one end of the Ethernet cable to the network jack on your laptop and the other end to the Ethernet jack on the wall.
   5. Turn on your laptop computer.
   6. You may have to adjust your laptop’s settings to get the image onto the projector. On a PC use the FUNCTION-F key combination (look for a little TV screen, “LCD” or “display” on the function keys). On a MAC laptop you may have to “arrange the monitors” and/or turn on video mirroring in the control strip.
   7. Adjust the volume with the “Volume” control on the “Control Center” and with your laptop’s volume control.
   8. Please reconnect the classroom computer when you have finished.

**Connect an auxiliary video device** (A video camera or DVD player, for example):
1. On the “Control Center” panel select the “VIDEO” input.
2. Connect your device’s audio and video cables to the auxiliary video input, located on the wall plate below the control center.

**When you are done:**
1. Turn OFF the video projector! Press and hold for 5 seconds the “PC” button on the “Control Center” panel. The fan on the projector will run for several minutes. This is normal.
2. Raise the projection screen.
3. Log out of the classroom computer.

Need help? CONTACT the IITS ProDesk at 610-896-1480 or AV SERVICES AT 610-896-1193