Directions for Observatory Classroom Projection System

1. Open the AV equipment cabinet at the rear of room.
2. Turn on “Main Power’ switch at top left of equipment rack.
3. Get the projector remote control out of the drawer in the bottom of the equipment rack.
4. Lower the projection screen using the switch below the chalkboard.
5. Turn on the projector: Aim the projector remote control at the projector and press the “Standby/On” button ONCE. The projector will turn on.
6. Wait until the projector warms up and then select a device to display on the projector:

   Classroom iMac Computer:
   1. Aim the projector remote control at the projector and press the “RGB” button until "RGB 1" appears on the screen.
   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 umbilical is plugged into the "iMac/Laptop" input on the wall input plate below the center of the projection screen.
   5. Adjust the computer volume with the large "Volume" knob, located within the AV cabinet at the rear of the room.

   Your Laptop Computer:
   1. Aim the projector remote control at the projector and press the “RGB” button until "RGB 1" appears on the screen.
   2. At the wall input plate, located below the center of the projection screen, unplug the computer video cable coming from the classroom computer umbilical. Plug the laptop video cable (found in the drawer within the AV cabinet at the rear of the room) into the "iMac/Laptop" 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 and the other end into the "audio" jack located on the wall input plate.
   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 system preferences/display properties menu.

View a VHS Videotape:
1. Aim the projector remote control at the projector and press the “VIDEO” button until "S-VIDEO" appears on the screen.
2. Turn on the VHS power, found within the AV cabinet at the rear of the room.
3. Insert your videotape.
4. Push “PLAY” on the VHS player to start the video.
5. The remote control for the VHS player is in the drawer.
6. Adjust the video volume with the large "Volume" knob, located within the AV cabinet at the rear of the room.

Connect and view an Auxiliary video device:
1. Aim the projector remote control at the projector and press the “VIDEO” button until "VIDEO" appears on the screen.
2. Connect your device to the projector by plugging your composite AV cable into the video and audio connections of the "AUX INPUT" located on the input plate on the wall.

When you are done:
1. Turn OFF the video projector! Aim the projector remote control at the projector and press and hold the “Standby/On” button for 2-3 seconds until the projector turns off.
2. The fan on the projector will run for several minutes. This is normal. Turning off the “MAIN POWER’ at the top right of the AV cabinet will not turn off the projector. You must use the “Standby/On” button on the remote control.
3. Raise the projection screen.
4. Log out of the classroom computer

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