

Audio/Visual System Operation:

1. Locate the panels designated in the pictures below. They will either be on the wall or on the side of the desk unit, depending on the specific installation.
2. Choose Either Video (To watch a DVD, VHS, or Cable source) or PC (To display the room computer.) and push the button firmly for about a second until the light comes on. ***The system will automatically turn on the projector for you.***
3. You may switch between the two sources by simply pushing one button or the other.
4. Adjust your volume using the single volume knob on the control panel.
5. To turn off the system press and hold the currently selected source button for five seconds and release. PLEASE REMEMBER TO TURN THE SYSTEM OFF WHEN YOU ARE FINISHED; FAILURE TO DO SO COULD CAUSE THE PROJECTOR TO BECOME UNRESPONSIVE.



- ◆ Remember, It can take a minute or two for the projector to warm up or cool down.
- ◆ You may also use a separate device (like a camcorder or laptop) using the inputs on the Computer Video Center panel. Just remove the existing cables from the appropriate input and select the matching source button. PLEASE REMEMBER TO RETURN ANY CABLES YOU REMOVE TO THEIR ORIGINAL POSITION.
- ◆ Some classrooms will have a projector remote left in them. This is **only** to be used for the "black screen" display, which is achieved by pressing the **A/V Mute** button.

If you need any further assistance please call the Help Desk at 330.471.8428
For campus emergencies please contact Campus Safety at 330.471.8111