

ChE Conference Room D1004

Instructions for the use of the Presentation System

To turn the projector on:



On the **projector remote control**, press the **POWER** button for a minimum of 2 seconds. A green light on the projector will indicate the projector is powered on.

Projector Remote Control

To turn the projector off:



Shutdown Screen

Press the **POWER** button on the projector remote. A **shutdown screen** will display on the projection screen. Press the **POWER** button again and the projector will have an orange light that indicates the projector is shutting down.

To use the presentation system:

- If the presentation system is not on, press the **Power** button to turn the presentation system on.
- Press the Video Button on the Projector remote to switch to the computer.
- A **wireless keyboard** and **mouse** are available for use, in the cabinet.
- On the bottom of the **wireless keyboard or mouse** there is an on/off switch. Move the switch to the on position to use the **wireless keyboard or mouse**.
- There are four **USB ports** available on the front of the Presentation System to use a flash drive or other USB device.



Wireless Keyboard



Wireless Mouse



Presentation System

WARNING: Security software on this computer will erase all changes made on the next reboot. This includes any files or data you may have created. These lost files are non-recoverable. To use a network drive for your data, please use the "ENGG Login" shortcut located on the desktop of the computer.

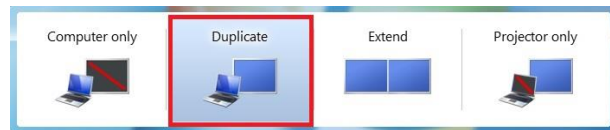
Please see reverse side for additional instructions.

To use a laptop:

- Plug the **VGA cable**, located on the side of the cabinet into your laptop.
- Press Computer button on Projector remote to switch to laptop. Press the video button to switch back to computer.
- It may be necessary to tell your Windows laptop to direct the signal to the projector. Locate the "⊞" key on your laptop, hold it down and press the "P" key simultaneously. Windows System display mode will appear, and you will want to select "**Duplicate**".
- If you are using a Mac laptop you will need to connect the provided VGA cable, click the upper left-hand Apple menu, select System Preferences, then Displays, and finally select "**Detect Displays**". Please locate your computer manual for keyboard shortcut.



VGA Cable



Windows System Display Mode

Please see reverse side for additional instructions.