ENGINEERING COMPUTING SERVICES
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Seaton 1037 Classroom
Instructions for the use of the Presentation System
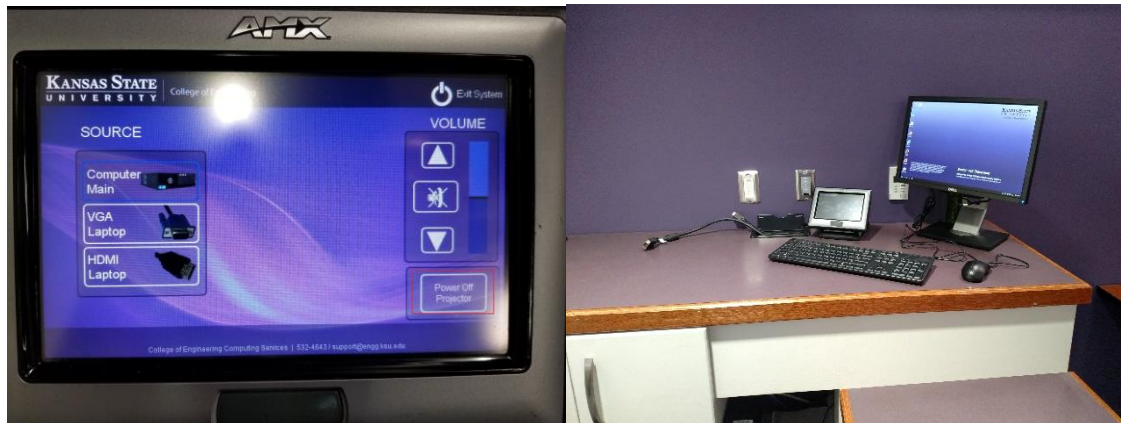
To Turn the System On

- Tap the touch screen on the podium to turn the system on.
- Once the system is on, the projector will turn on.
- To control what is displayed on the projector you need to touch the Source on the left of the control screen.

The source options available:

- Computer: This is to use the computer inside the podium.
- VGA Laptop: This is to use your laptop with the supplied VGA cable.
- HDMI Laptop: This is to use your laptop with the supplied HDMI cable.
    - **NOTE: To get sound, you must use the green audio cable, as well as the HDMI.**
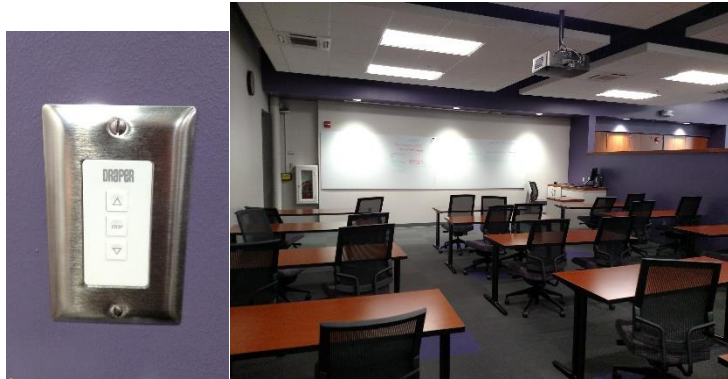
To turn the Projector off and not exit the system there is a power off projector control on the bottom right of the screen.

To exit the system, press the Exit System button on the bottom right. This will turn off the projector and exit the system.

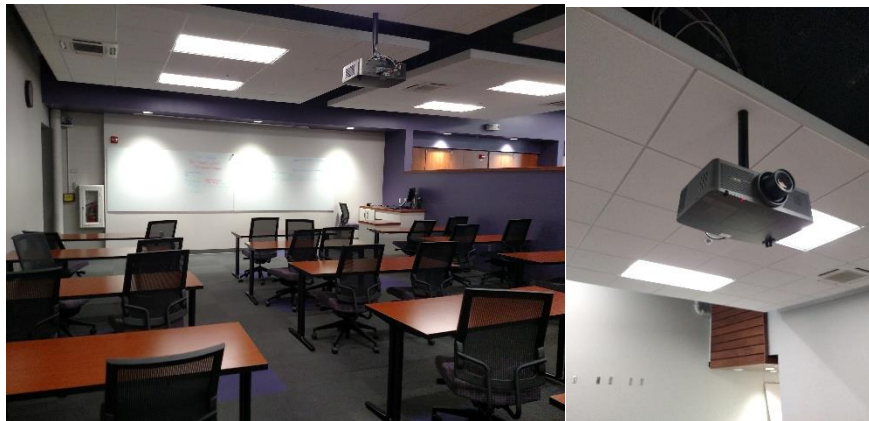## Please see reverse side for additional instructions.

To raise and lower the projector screen there is a control panel on the wall. Just press up or down on the panel to put the screen in the desired position.

The computer will have the most needed Engineering software pre-installed including all office products.

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.