Operating Instructions for Electronic Classroom: Cudahy Science Hall 207

The Electronic Classroom (EC) consists of these basic units: 1) **Data Projector**; 2) **Computer** and **Monitor**; 3) **Touch Panel** and 4) **Equipment Rack** includes: Auxiliary Power, Auxiliary Plate, & Computer.

**To Activate System:**

Locate the **Touch Panel** and press the darkened screen; press the logo and then press **Source**.

*Please note* – If the system is not powered down properly you may have to shut down the system properly (Explained below; see **System Shutdown**)

**To Display from the Computer Workstation:**

1. Turn on the computer and monitor, if not already on.
2. Press the **PC** button on the Touch Panel.
3. If you do not see the computer image (*you may have to wait for Projector to warm up ~1 min*): Press **PC** once more.

For immediate assistance, please call *901 from a classroom phone.

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To Login to a Workstation:

1. At the prompt, hit the Ctrl+Alt+Del keys on the keyboard.
2. Type your Username and Password and click the blue arrow button.

To Display a DVD:

1. Follow the instructions from “To Display from the Computer Workstation”
2. Load DVD into the computer
3. Play via Windows Media Player

To Display from your Laptop:

1. Using VGA with audio cables, connect your laptop at the Auxiliary Plate.
2. On the Touch Panel, press the Laptop button.
3. If you don’t see the laptop’s image on the screen, toggle the laptop’s Function LCD/CRT (Display) button and re-select Laptop from the Source Select page.

Please Power Down the System Before You Leave the Room

System Shutdown:

Using the Touch Panel, press the SYSTEM button, and then press POWER SYSTEM OFF.