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

### To Activate System:

Locate the **Touch Panel** and press the darkened screen; press the logo and select the source you wish to use with the touch panel source buttons on the left hand side.

*Please note* – If the system is not powered down properly you may have to shutdown 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 **Computer** 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 **Computer** once more.

### To Log in 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 the VGA with audio cables provided to you, connect your laptop.
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 POWER hard button, and then press YES.