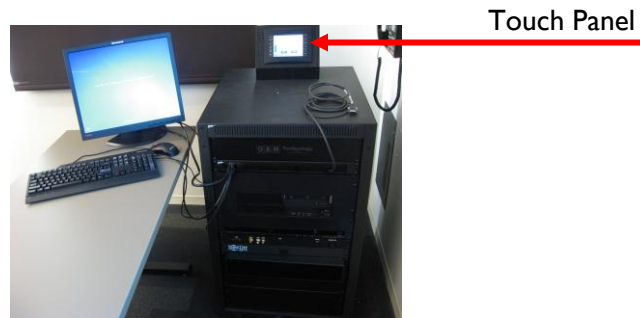


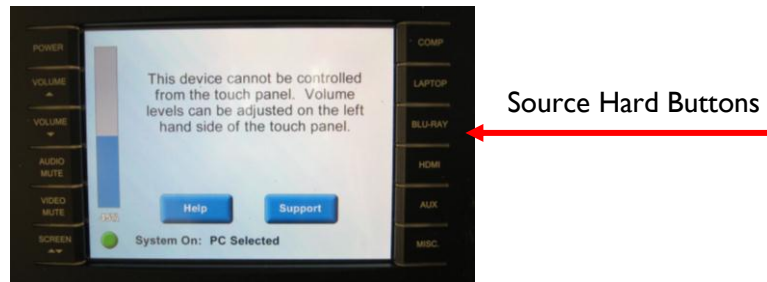


The Electronic Classroom (EC) consists of four basic units: 1) **Data Projector**; 2) **Computer and Monitor**; 3) **Crestron Touch Panel** (shown below); and 4) **Equipment Rack** (shown below). Equipment rack includes: Main Power, Auxiliary Plate, and Blu-ray player.

## To Activate System:



Locate the **Touch Panel**, and select the source you wish to use with the hard buttons on the right hand side.



**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 Turn on the Data Projector:

After selecting which source you want to use with the hard buttons, the Data Projector will turn on and the screen will lower automatically. It may take up to minute for the projector to fully warm up.

## To Project an Image from the Computer Workstation:

1. Turn on the computer and monitor, if not already on, as you normally would.
2. Press the **COMP** 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**): After waiting a minute, press **COMP** one more time to see if this brings it up.

For immediate assistance, please call ext. 8-4ITS

Hours of Operation: M-F 7am-9pm • Sat 8am-3pm • Sun Closed

**\*\*Please note that support hours are subject to change without formal posting.**

## To Login to a Workstation:

This workstation has been upgraded to **Windows 7** and **Office 2010** as part of Loyola's Microsoft Migration Project. Upgrades to all campus lab computers are scheduled for the 2011 summer break. Faculty and staff computers will be upgraded during the fall 2011 semester. Information about the upgrade project is available online at [www.luc.edu/windows7](http://www.luc.edu/windows7). Questions or comments can be directed via email to [windows7@luc.edu](mailto:windows7@luc.edu).

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.

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## To Project a Bluray/DVD:

1. On the **Touch Panel**, press the **Bluray** hard button.
2. Insert your disc, and press play via the Touch Panel.
3. If you do not see the image of the disc, you may need to reselect **Bluray** on the **Touch Panel**.

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## To Use your Laptop Computer in the Classroom:

1. Connect the laptop's VGA output and audio ports to the Laptop Cable provided next to the Equipment Rack.



Laptop Cable

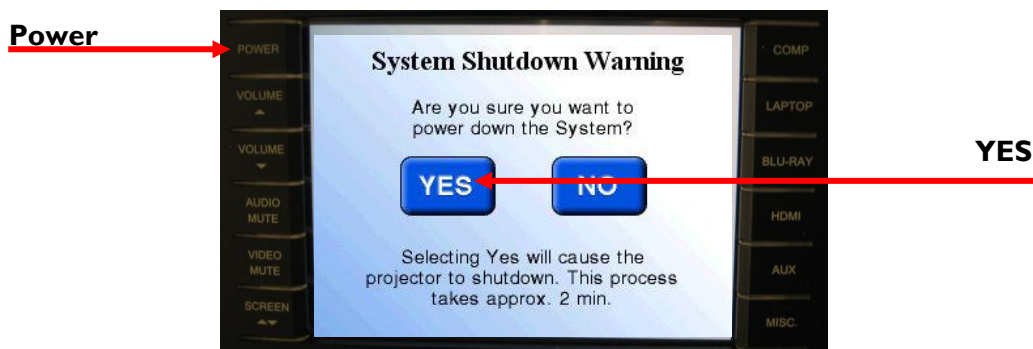
2. On the **Touch Panel**, press the **Laptop** hard button.
3. If you don't see the laptop's image on the screen, toggle the laptop's Function LCD/CRT (Display) button and reselect **Laptop** from the **Touch Panel**.

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## Please Power Down the Projector Before You Leave the Room

### System Shutdown:

Using the Touch Panel, press the **POWER** hard button, and then press **YES**.



For immediate assistance, please call ext. 8-4ITS

Hours of Operation: M-F 7am-9pm • Sat 8am-3pm • Sun Closed

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