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

To Activate System:

Locate the Touch Panel and press the darkened screen; press the logo and then select a source from the top of the screen.

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 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.
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 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.

To Display from the Document Camera:
1. Press the Doc Cam button on the Touch Panel.
2. Open Doc Cam drawer, which is located on the right hand side of the podium.
3. Place the item you wish to project onto the Doc Cam and Adjust the Zoom/Focus as needed.

Please Power Down the System Before You Leave the Room

System Shutdown
Using the Touch panel, press the Utility button, and then press System Shutdown. Press OK to confirm.