

Smart Classroom Quick Start Guide

STEP 1

Touch panel to wake up, then touch the source you would like to use.



STEP 2

Touch where you would like to display your chosen source. The screen will now lower and the projector will turn on. If you would like to choose a different source use the home button in the bottom left to navigate back.



TIPS

PowerPoint Presenter View - If you would like to use presenter mode in PowerPoint first select Room PC (step 1) then Lectern Monitor & Projector (step 2). Next place the PCdisplay mode into "extended" using shortcut "Windows and P". Now you can open PowerPoint and start your presentation in presenter mode.

Volume - To adjust volume use Vol Dn and Vol Up buttons.

Audio/Video Mute (Projector Black Out) - You can use the audio and A-V buttons to mute without turning the system off. If you are not seeing or hearing what you expect make sure the system is not muted. If the buttons are **RED** then the system is muted, touch them to unmute.



NEED HELP

Touch the "Help Desk" button in the upper right hand corner to speak with an on campus ITS technician. If your issue is not resolvable over the phone a technician can assist in person. If you would like to schedule training please email Instructional Media Services.

IMS Email: ims@sandiego.edu IMS Helpdesk: 619-260-4567

IMS Helpdesk Hours 7am-7pm Mon-Thur 7am-5pm Fridays

Limited After Hours Support 7pm-9pm Mon-Thur 619-260-4567



See back for additional information

Smart Classroom Podium Features

Control Panel:

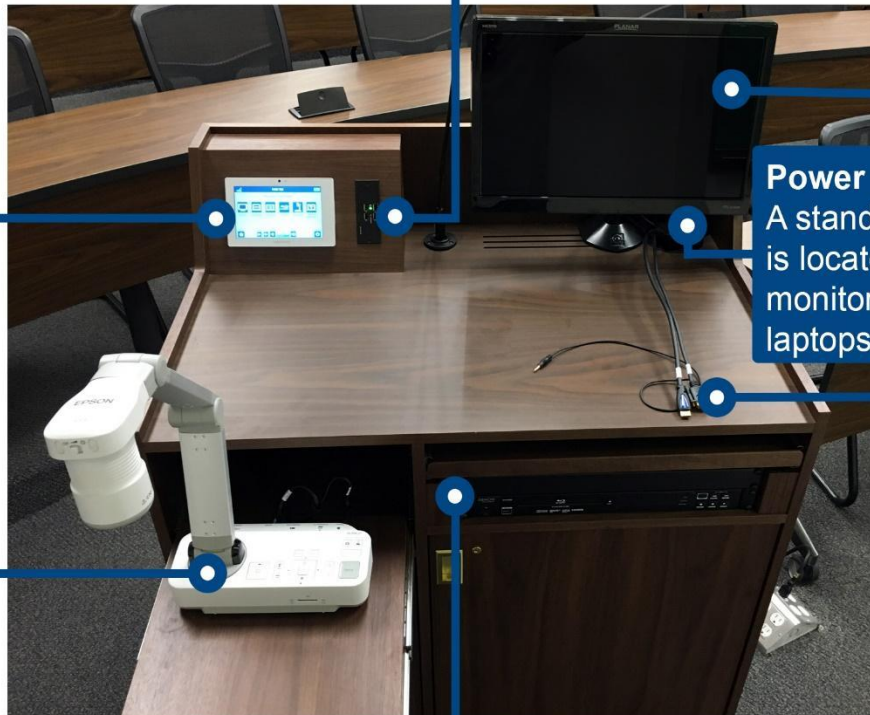
Use the panel to turn the system on/off, select your source or call the helpdesk.

USB Ports:

You can plug in your flash drive here to use with the PC or charge your mobile device.

Touch Screen Display:

Use a finger or stylus to make annotations with PowerPoint or control the PC.



Power Outlet:

A standard power outlet is located behind the monitor. It can be used for laptops etc..

Document Camera:

Slide drawer out, position camera as shown & press power button. To turn off press power button twice.

Blu-Ray Player:

Capable of playing Blu-Ray or DVD's. Controls are located on the touch screen.

Laptop Connections:

HDMI or VGA cables are available. Adjust your laptops resolution if necessary.

Additional Info:

PC Login – To login into instructor account hit enter, no password needed.

Duplicate Mode - If you see two separate desktops on the monitor and projector press *Windows + P* keys on the PC and select “Duplicate”.

Extended Mode - To use extended desktop begin by touching “PC” then “Both” on the touch panel, then *Windows + P* on the PC and select “Extended”.

Advanced Routing- This system is capable of displaying sources on the monitor and projector independently. For example you can play a Blu-Ray on the projector and use the PC on the monitor. Use the control panel to select a source and then send it to either display.