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## AYERS HALL

<i>Ayers 12</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
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<i>Ayers 113</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 114</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 116</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
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<i>Ayers 161</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 214</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 216</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 218</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 220</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 221</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 222</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 223</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 253</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 355</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 357</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 359</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 361</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Ayers 363</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>

## BEGIN CLASS



Step #1

### LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



Step #2

### LOCATE DISPLAY POWER

To turn the display or projector on, please tap “Power On” on the control panel



Step #3

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #4

### LOG IN AND TEST YOUR PRESENTATION

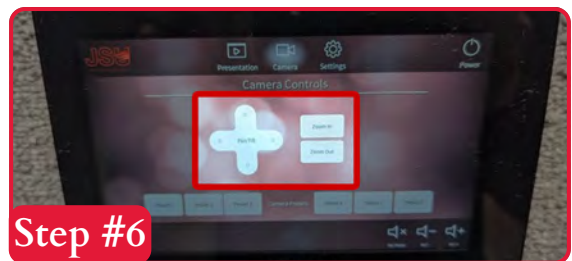
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #5

### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



Step #6

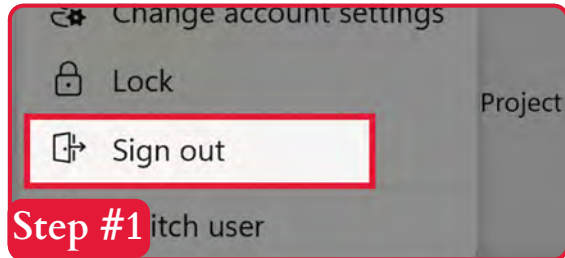
### CAMERA CONTROL

To make any camera adjustment, please use the touch panel.



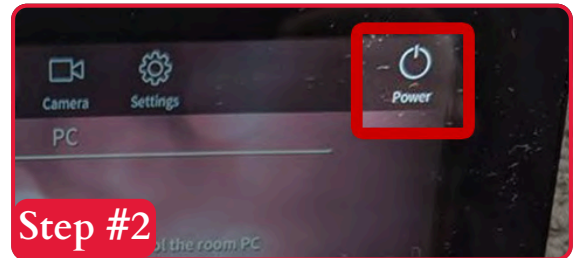
**NEED IT HELP?**  
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## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector or display.





## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the remote.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

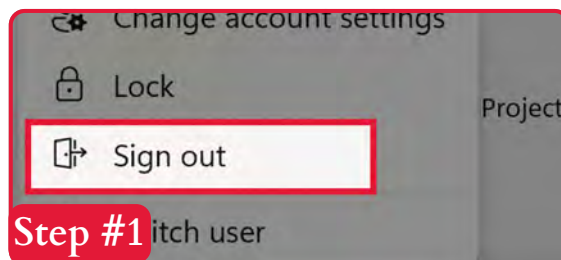


Step #4

### AUDIO ADJUSTMENT

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “Power Button” on the TV.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

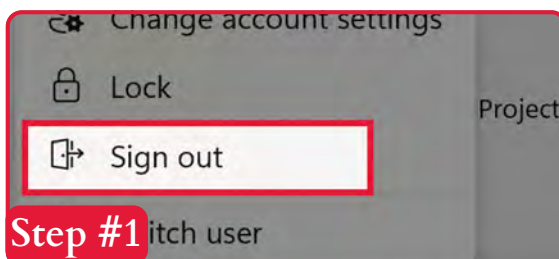
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT VIDEO SOURCE

Check your video source if your computer is not active on the screen.

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #4

## ADJUST PROJECTOR SCREEN

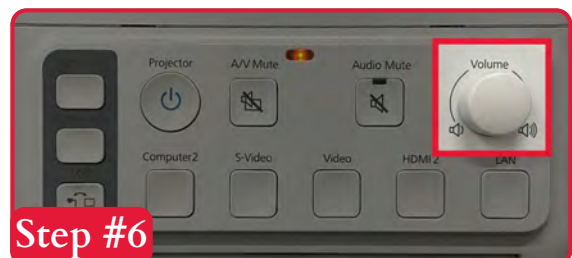
To raise or lower the projector screen, use this switch in the room.



Step #5

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



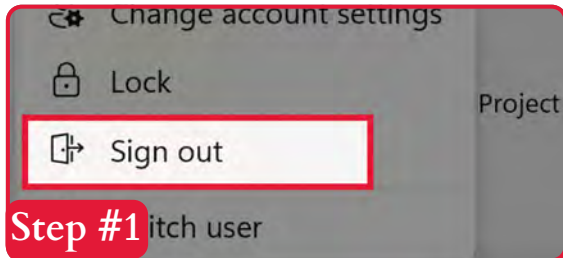
Step #6

### ADJUST AUDIO

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



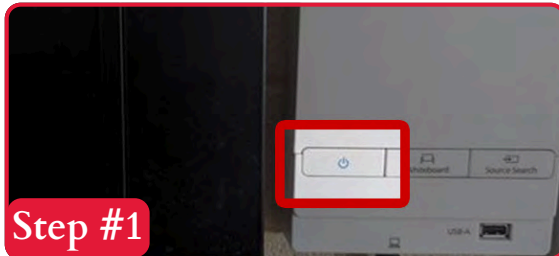
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



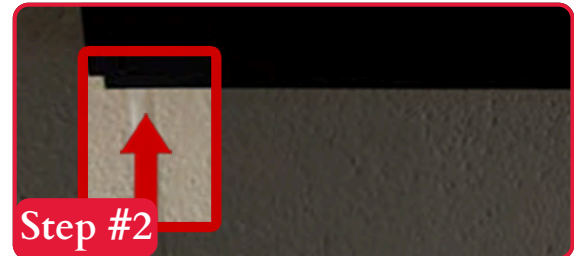


## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



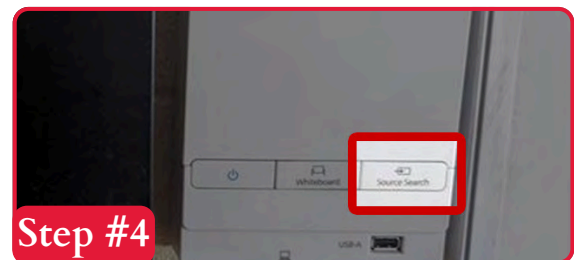
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



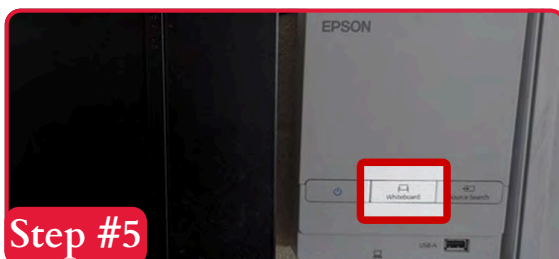
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

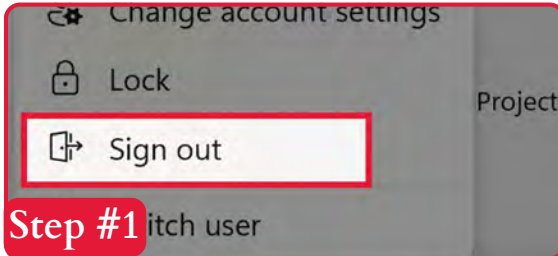


### WHITE BOARD FUNCTIONS

To utilize the whiteboard functions in this classroom, be sure to press this button on the wall control panel.



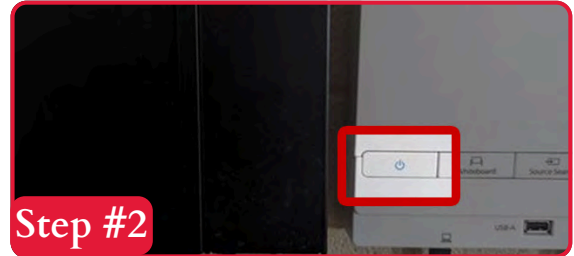
## END CLASS



**Step #1**

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



**Step #2**

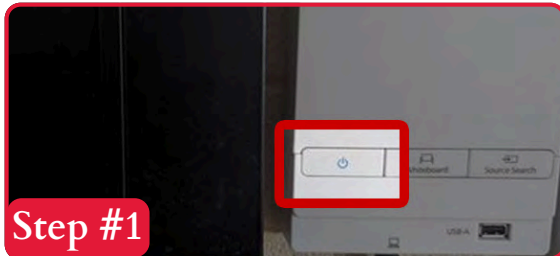
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

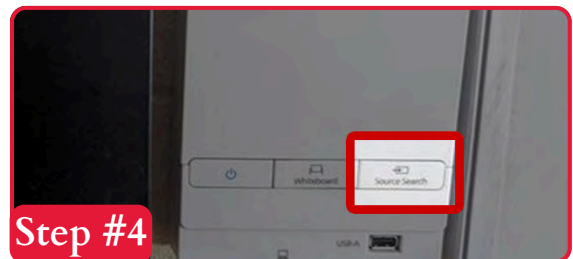
Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

### CONNECT OWN DEVICE

To connect your own device, please use this HDMI cable.



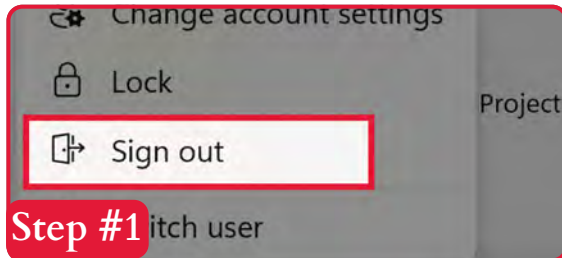
Step #6

### WHITE BOARD FUNCTIONS

To utilize the whiteboard functions in this classroom, be sure to press this button on the wall control panel.

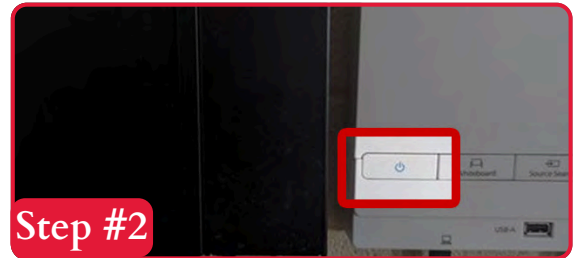


## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



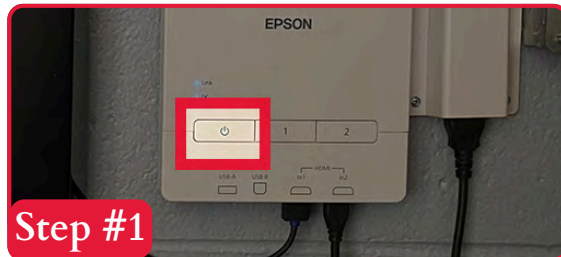
### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



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## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



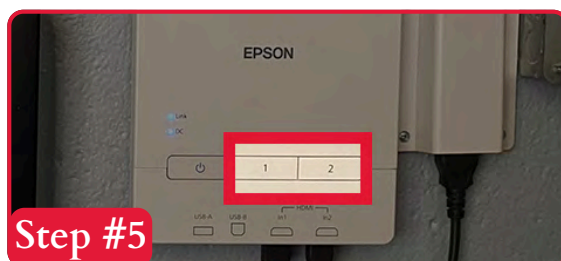
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### ADJUST PROJECTOR SCREEN

To raise or lower the projector screen, use this switch in the room.

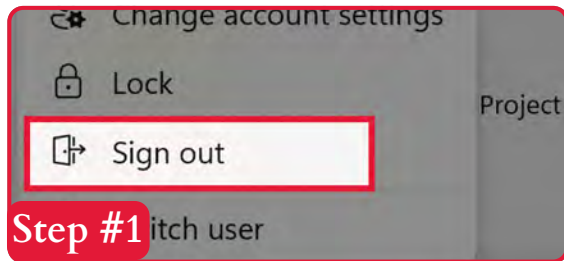


### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



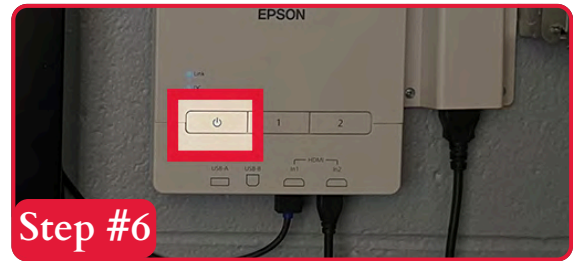
## END CLASS



**Step #1** Sign out user

## SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”



**Step #6**

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





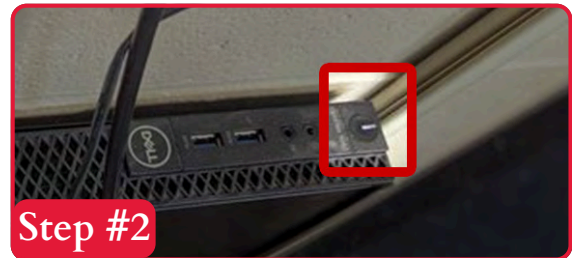
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



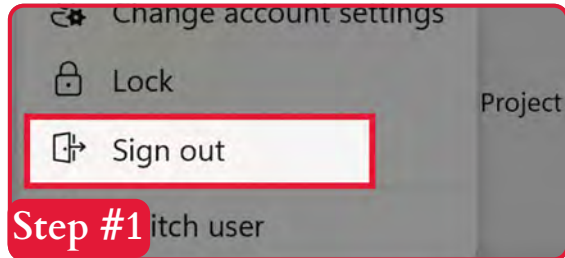
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.





## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## SELECT YOUR VIDEO SOURCE

Check your video source. ‘PC’ for classroom computer and ‘LTP’ for guest input.



Step #5

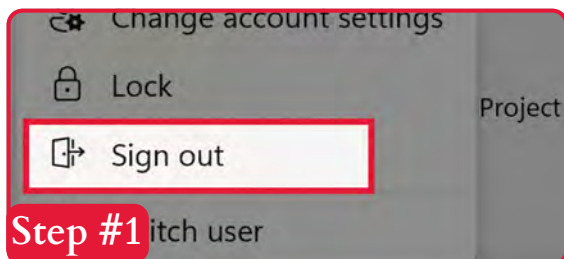
### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



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GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## END CLASS



**Step #1**

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



**Step #2**

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the display on, press the “Power button” on the television.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

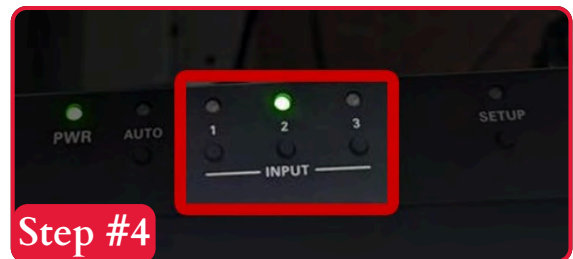
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.

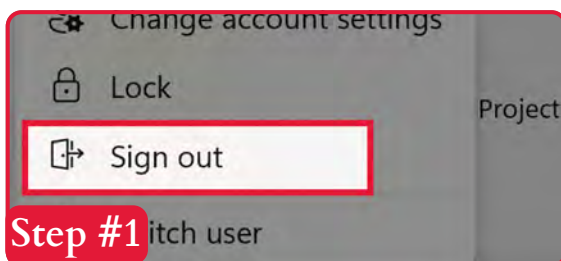


Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen. Switcher is under instructor’s table.

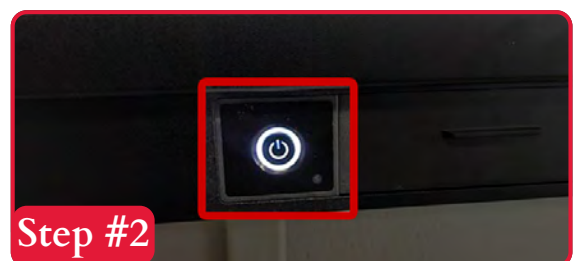
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



**Step #1**

### LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



**Step #2**

### LOCATE DISPLAY POWER

To turn the display or projector on, please tap “Power On” on the control panel



**Step #3**

### LOCATE COMPUTER POWER

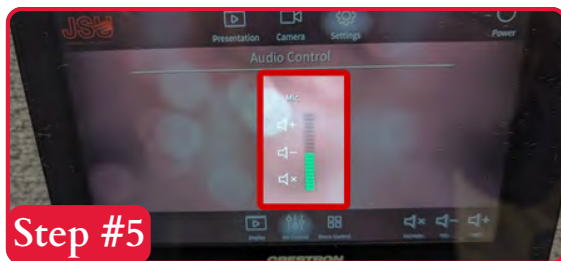
Be sure that the computer is also on and functioning properly.



**Step #4**

### LOG IN AND TEST YOUR PRESENTATION

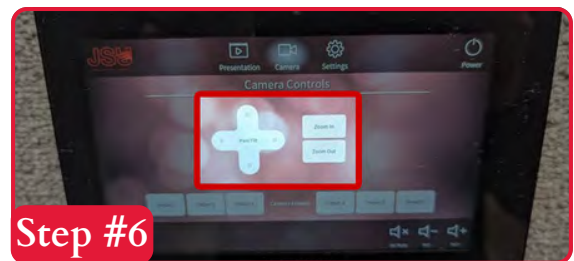
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



**Step #5**

### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



**Step #6**

### CAMERA CONTROL

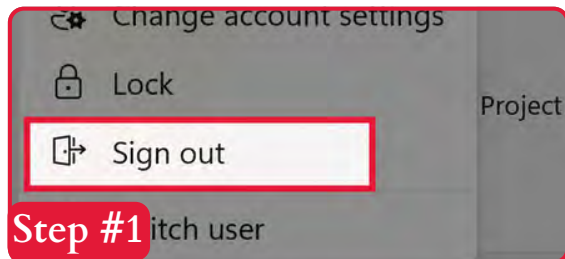
To make any camera adjustment, please use the touch panel.



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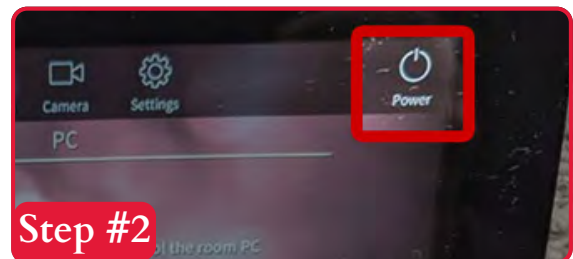
## END CLASS



**Step #1** Sign out user

## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



**Step #2** Power down the room PC

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector or display.



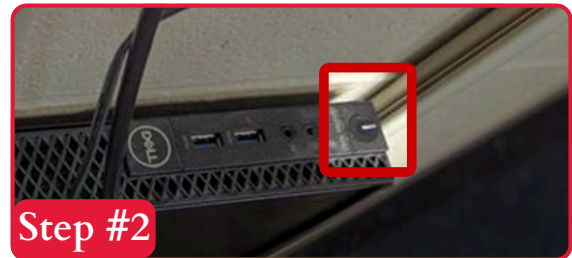
## BEGIN CLASS



**Step #1**

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



**Step #2**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #3**

### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



**Step #4**

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



**Step #5**

### ADJUST VOLUME

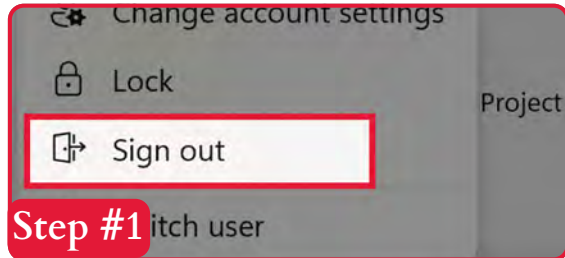
If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



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## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”

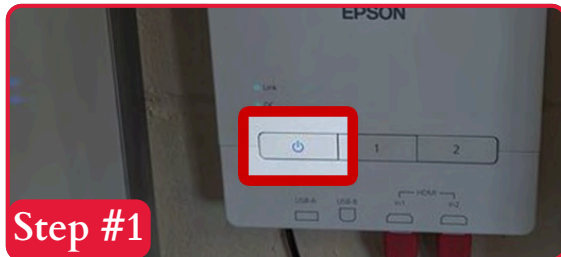


## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.



## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



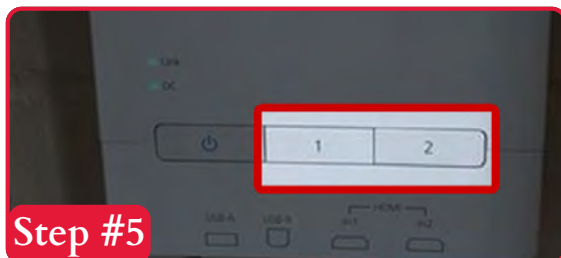
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



## ADJUST PROJECTOR SCREEN

To raise or lower the projector screen, use this switch in the room.

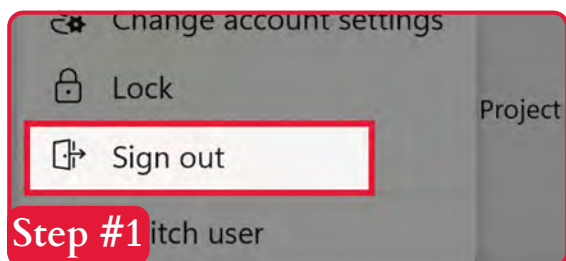


### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

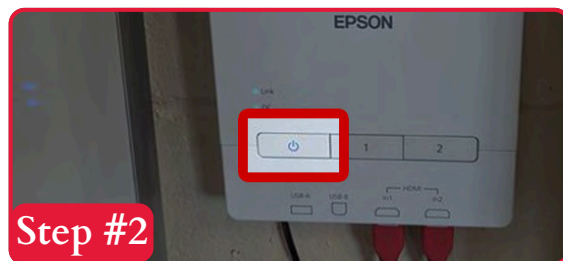


## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”

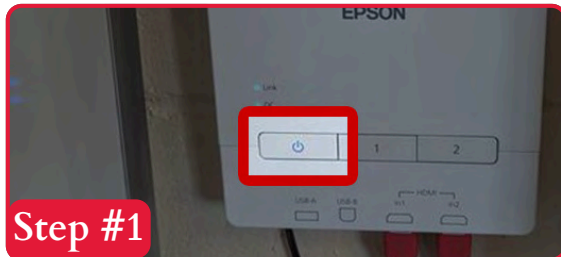


### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



## ADJUST PROJECTOR SCREEN

To raise or lower the projector screen, use this switch in the room.

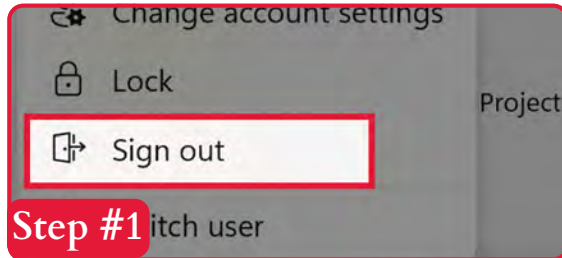


### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

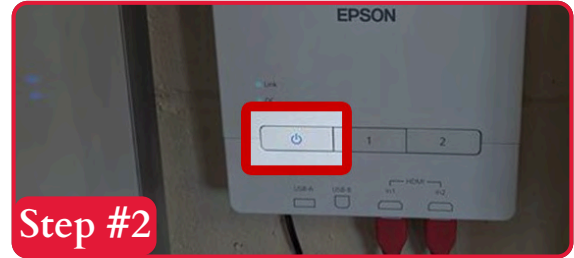


## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





## BEGIN CLASS



**Step #1**

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



**Step #2**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #3**

### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



**Step #4**

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



**Step #5**

### ADJUST VOLUME

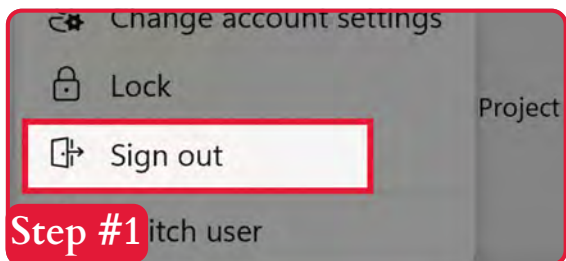
If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



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## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.



## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

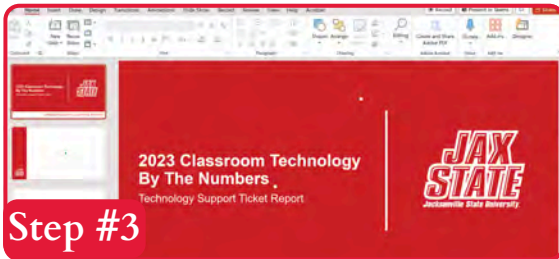
To turn the display on, press the “Power Button” on the TV.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

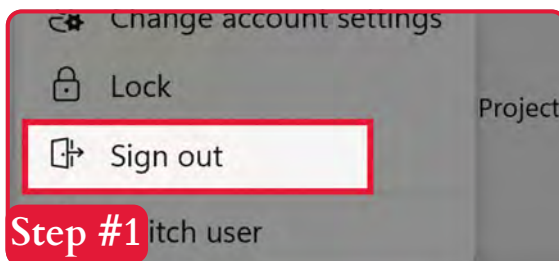


Step #4

### SELECT VIDEO SOURCE

Check your video source if your computer is not active on the screen.

## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “Power Button” on the TV.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

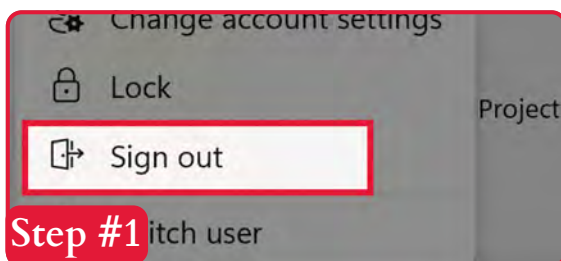
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT VIDEO SOURCE

Check your video source if your computer is not active on the screen.

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “Power Button” on the TV.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

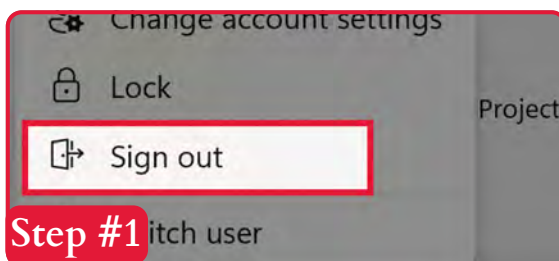
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT VIDEO SOURCE

Check your video source if your computer is not active on the screen.

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



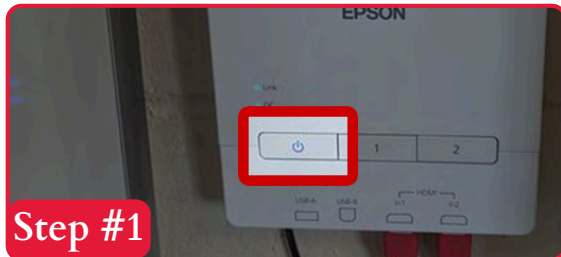
### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.





## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



## ADJUST PROJECTOR SCREEN

To raise or lower the projector screen, use this switch in the room.



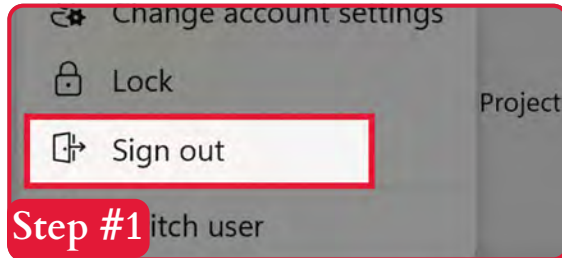
### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



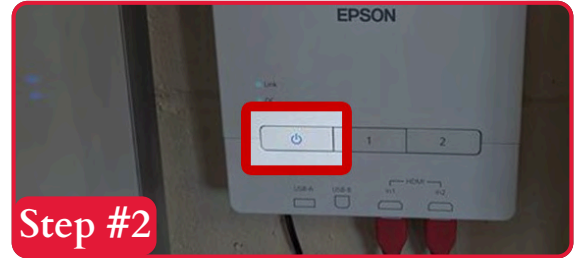


## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”

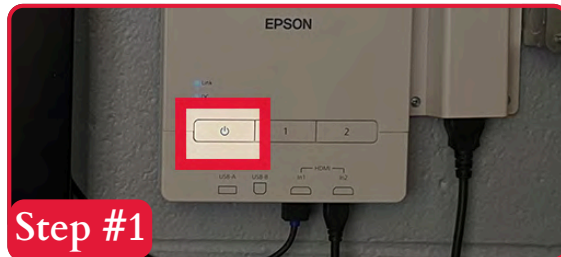


### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

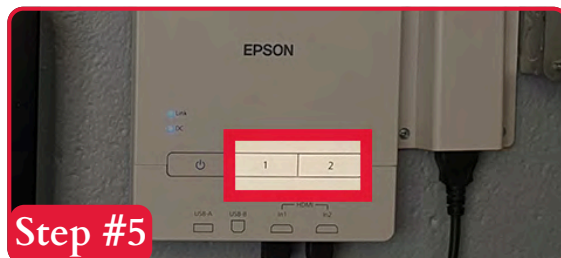
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #4

### ADJUST PROJECTOR SCREEN

To raise or lower the projector screen, use this switch in the room.



Step #5

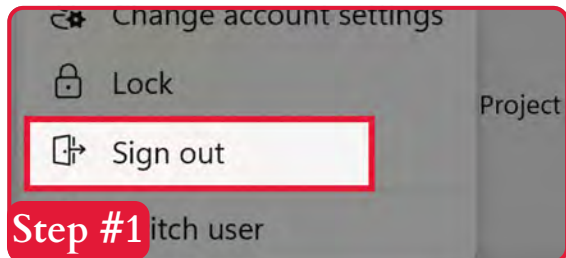
### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



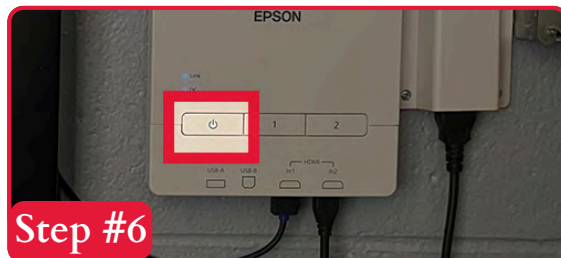
**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”

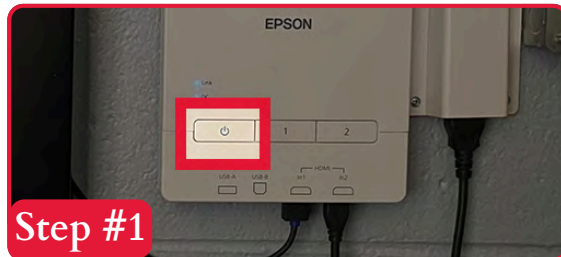


## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.



## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

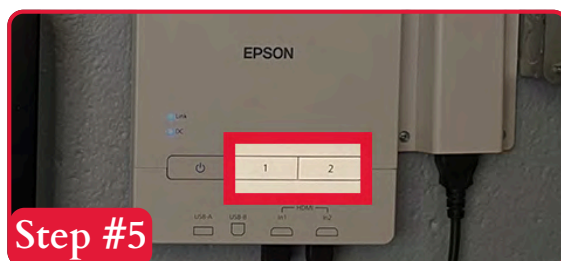
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #4

### ADJUST PROJECTOR SCREEN

To raise or lower the projector screen, use this switch in the room.



Step #5

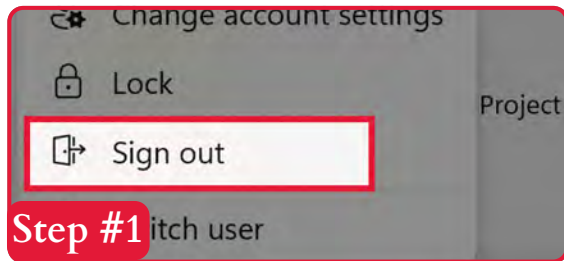
### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

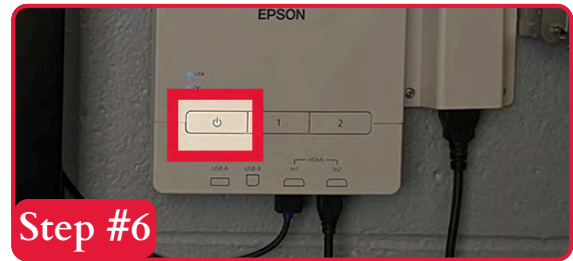
## END CLASS



**Step #1** Sign out user

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



**Step #6**

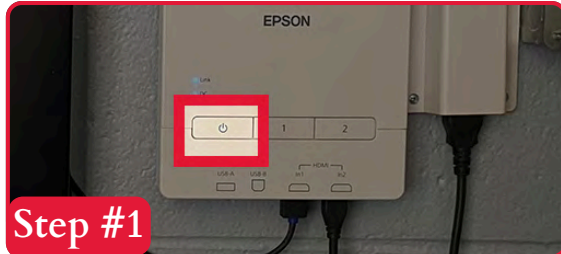
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



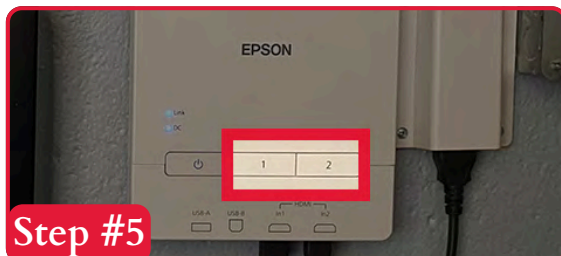
Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## ADJUST PROJECTOR SCREEN

To raise or lower the projector screen, use this switch in the room.



Step #5

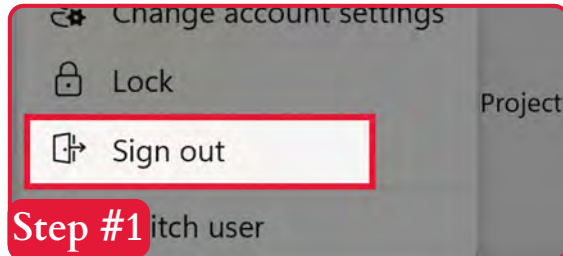
### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

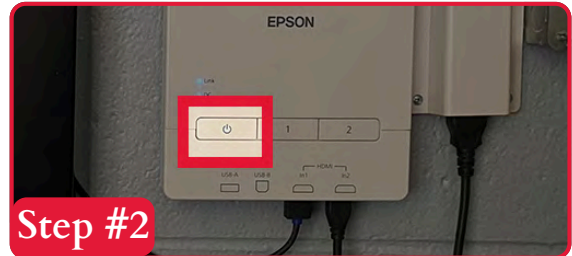
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



Step #2

### LOCATE PROJECTOR POWER

Once you are through with your meeting,  
be sure to log out of the computer and  
power down the projector.



## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “Power Button” on the TV.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

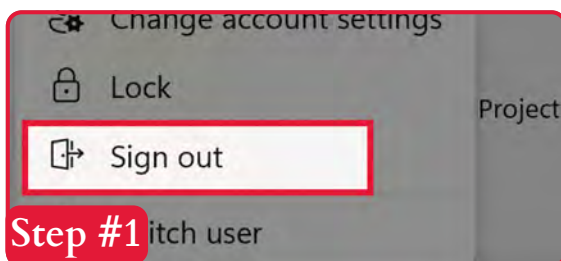
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT VIDEO SOURCE

Check your video source if your computer is not active on the screen.

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “Power Button” button on the remote.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## AUDIO ADJUSTMENT

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



Step #5

## STUDENTS LOG IN

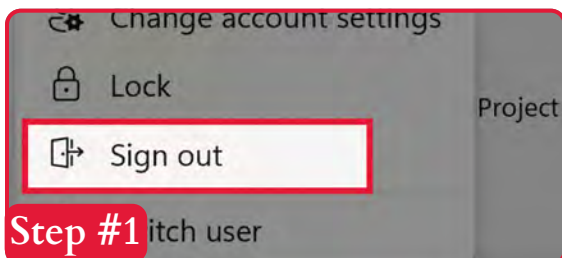
All the students can log in with their JSU credentials



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GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)



## END CLASS



**Step #1**

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



**Step #2**

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



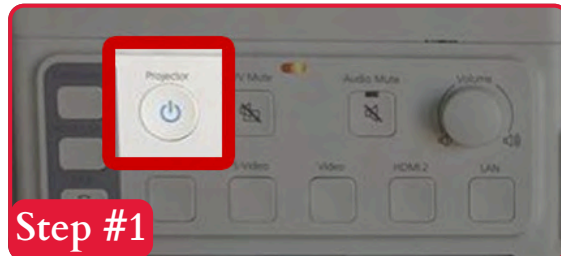
**NEED IT HELP?**  
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## BREWER HALL

<i>Brewer 122</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer 140</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer 141</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer 228</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer 229</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer 230</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer 231</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer 328</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer 329</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer 330</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer 331</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer B100</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>Brewer B103</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>

## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

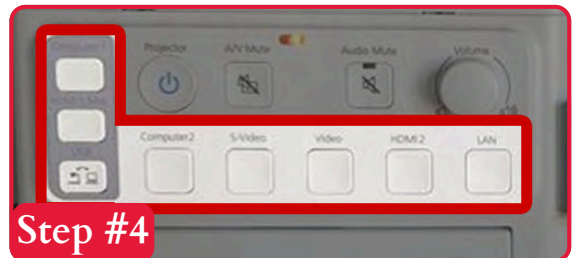
Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

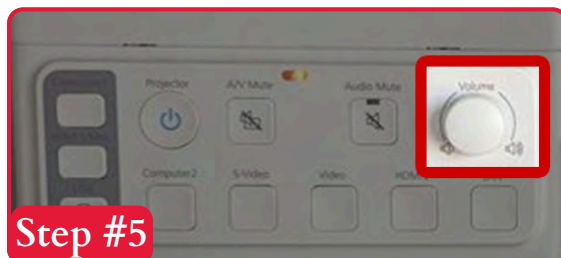
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



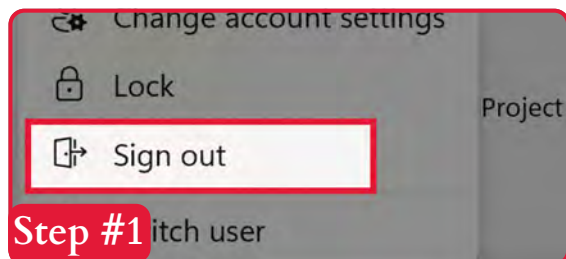
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS

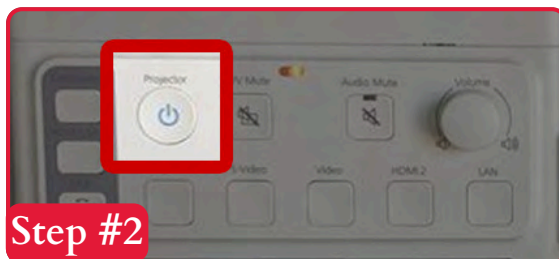


**Step #1**

itch user

## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



**Step #2**

## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.



## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the tv or use remote.



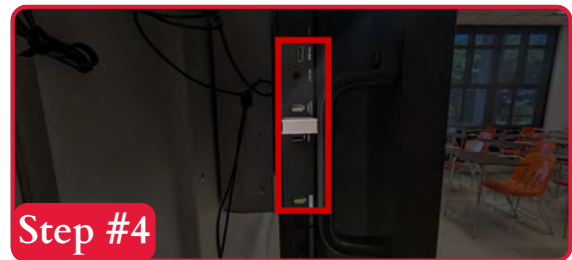
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



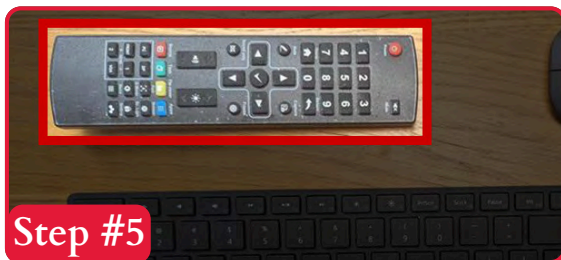
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

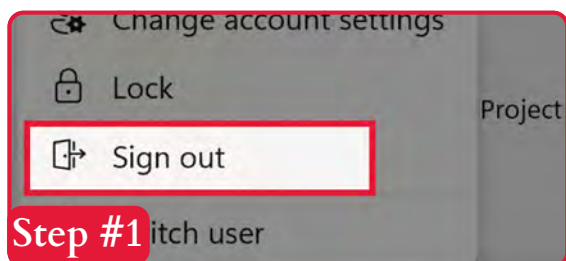


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# “How-to” Classroom Technology

Technology Support  
Brewer Hall 140

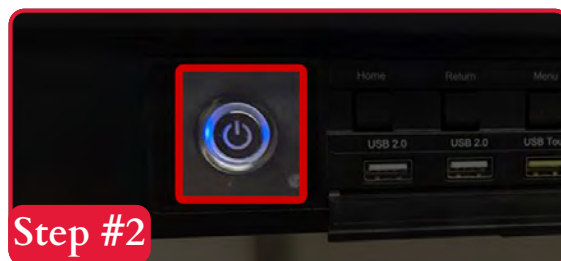
## END CLASS



**Step #1** Sign out user

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



**Step #2** Power down

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)



## BEGIN CLASS



### LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



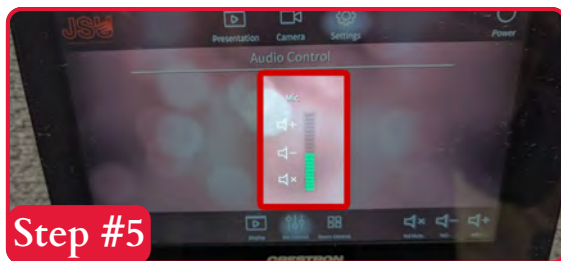
### LOCATE PROJECTOR POWER

To turn the projector or display on, please tap “Power On” on the control panel



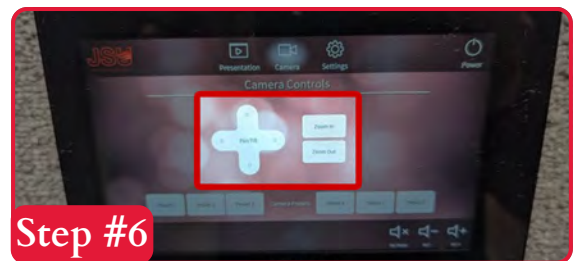
### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

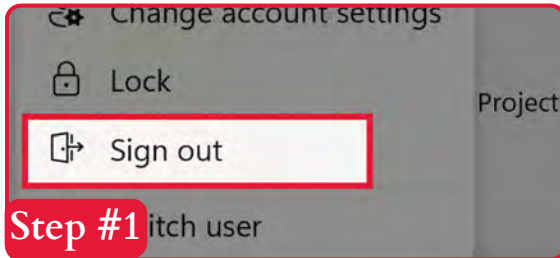


### CAMERA CONTROLL

To make any camera adjustment, please use the touch panel.



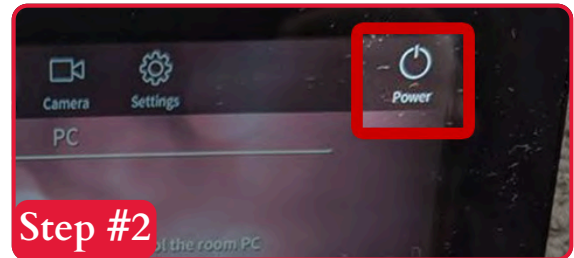
## END CLASS



**Step #1** Sign out user

### SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



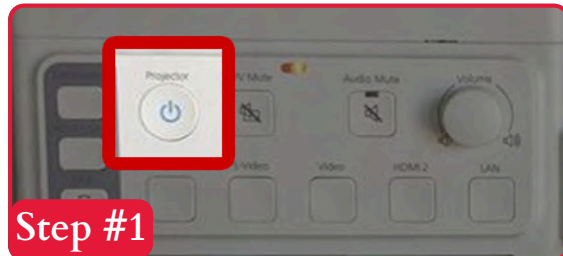
**Step #2** Power down the room PC

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector or display.



## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

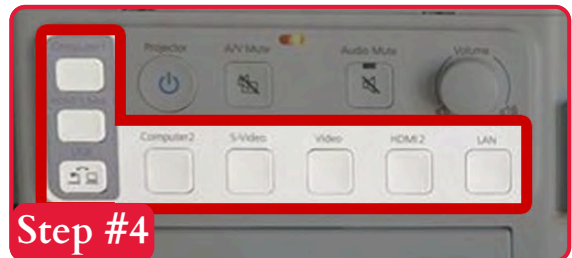
Be sure that the computer is also on and functioning properly.



Step #3

### LOG IN AND TEST YOUR PRESENTATION

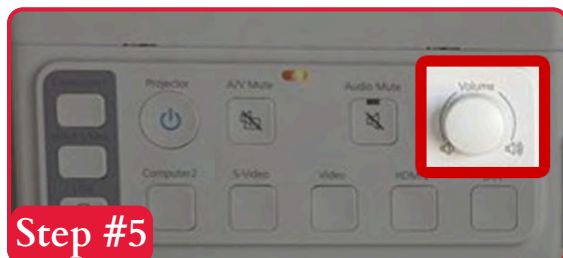
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



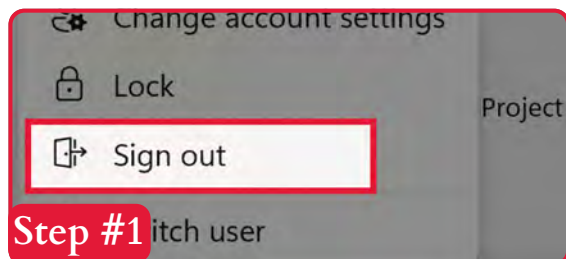
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



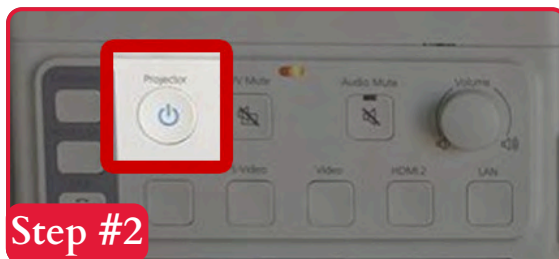
## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



Step #2

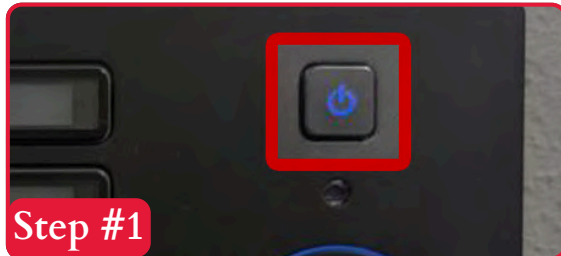
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



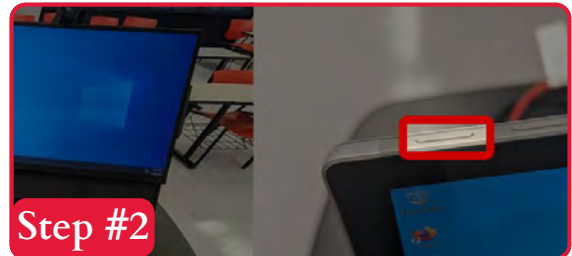


## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



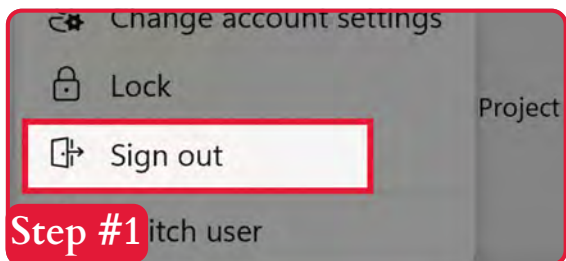
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.





## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.

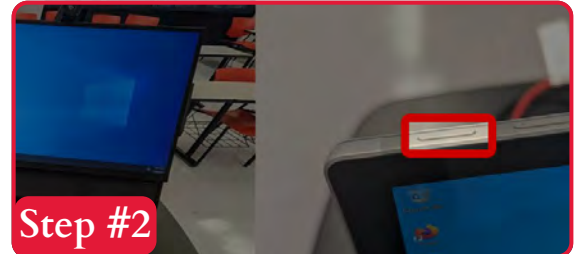


## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

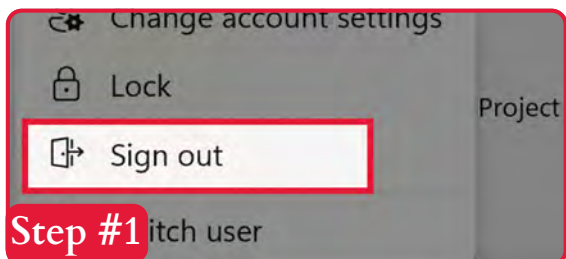


### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.

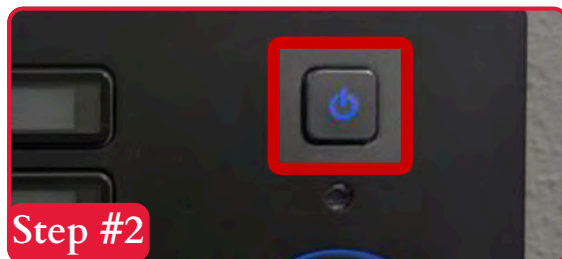


## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”

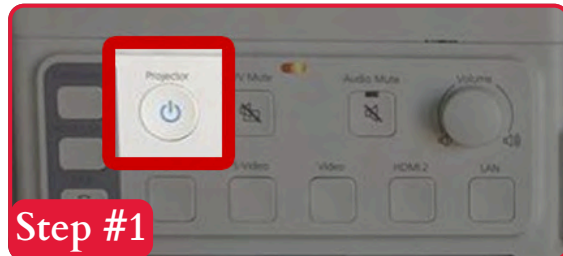


### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.

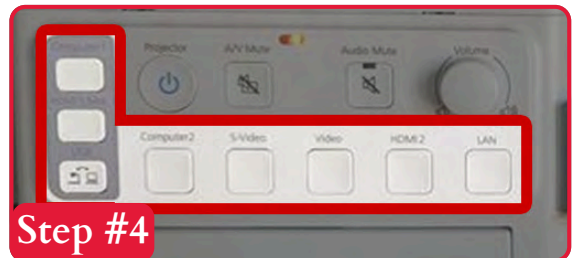


### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



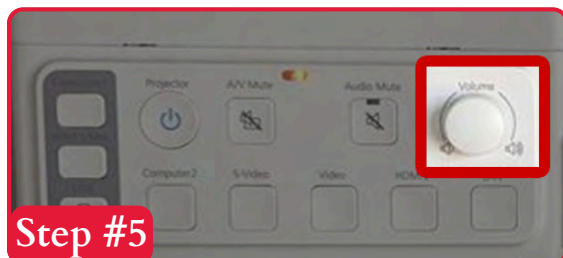
Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

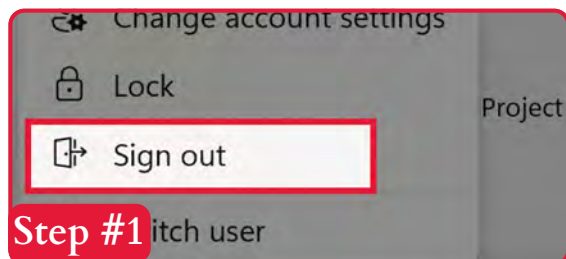
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.





## END CLASS

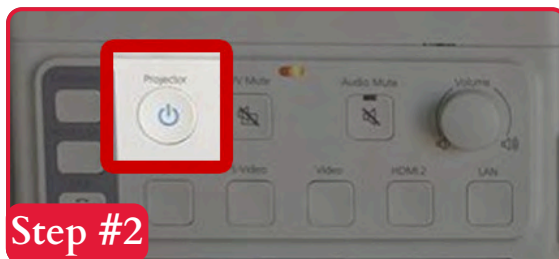


Step #1

itch user

## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



Step #2

## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.



## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.

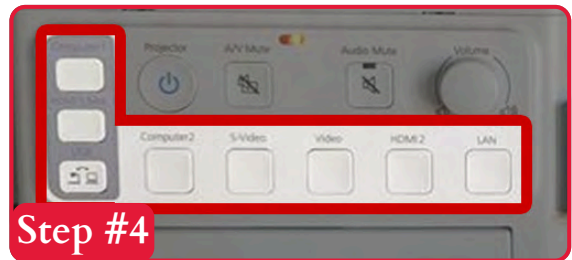


### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### Step #3



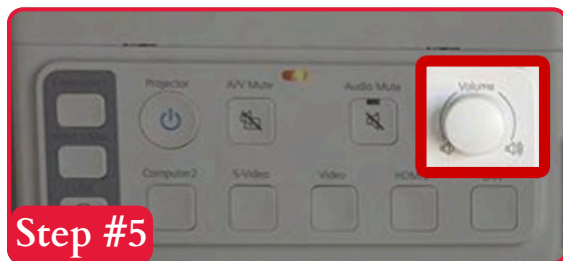
### Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



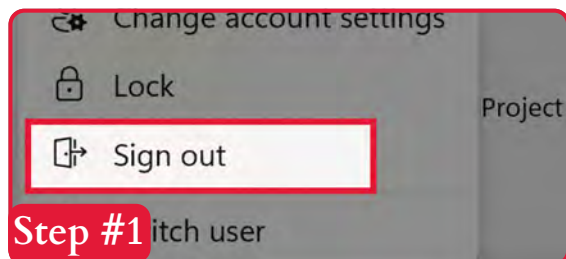
### Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



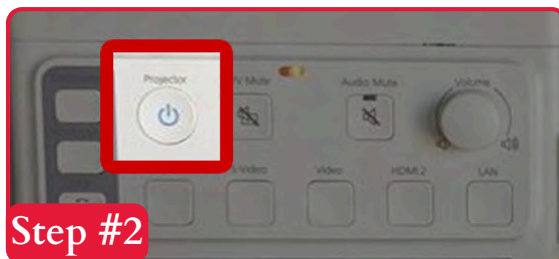
## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



Step #2

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



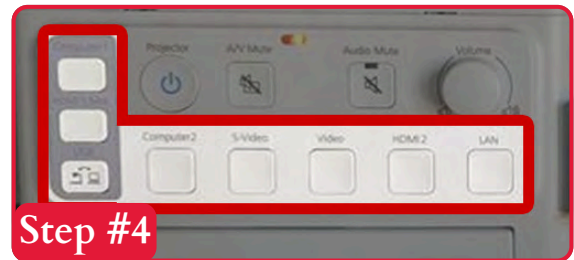
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



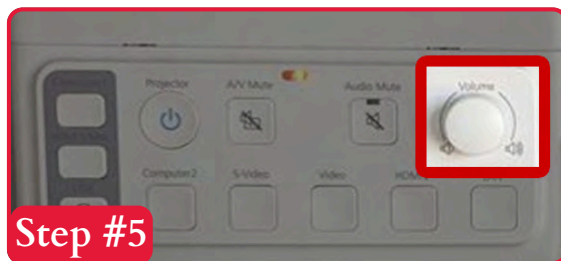
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



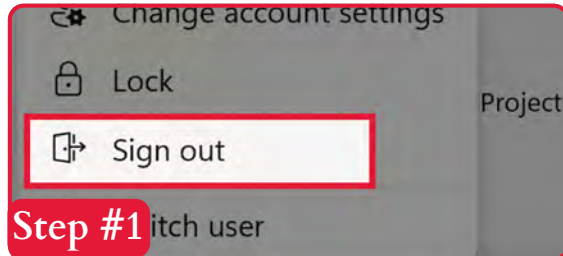
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.





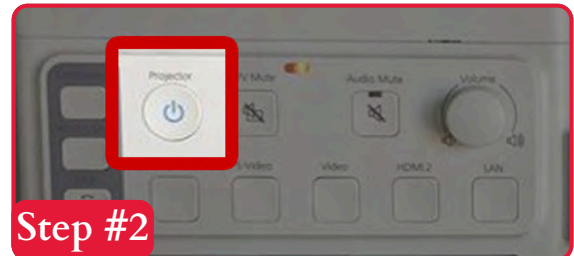
## END CLASS



**Step #1** Sign out user

## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



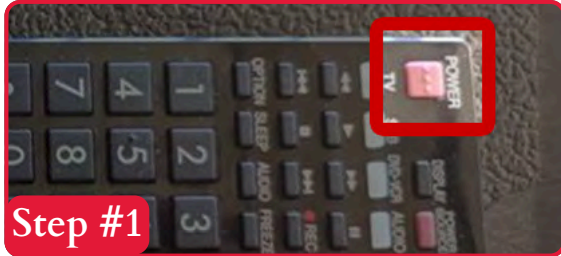
**Step #2**

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the remote control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



Step #4

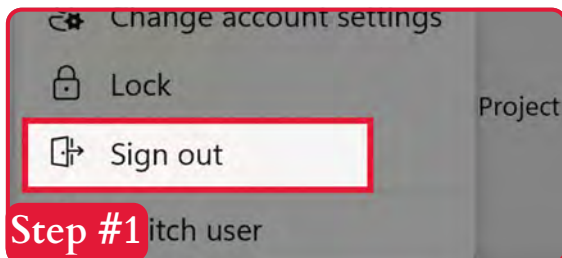
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

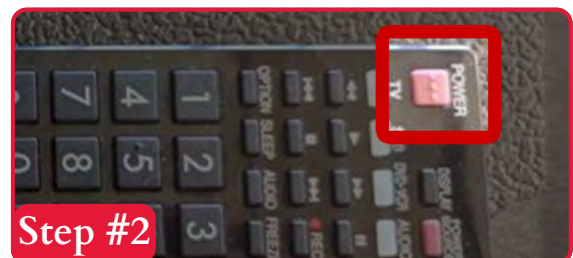
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.

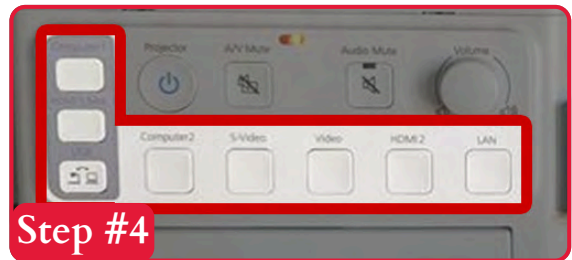


### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### Step #3



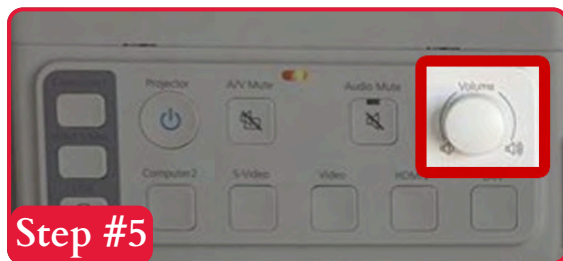
### Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



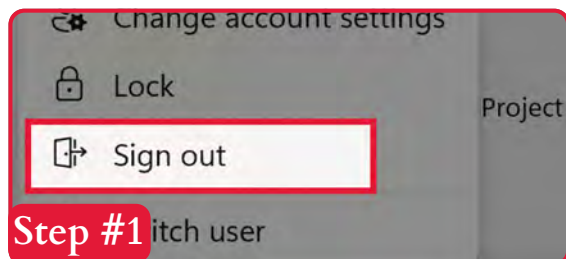
### Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS

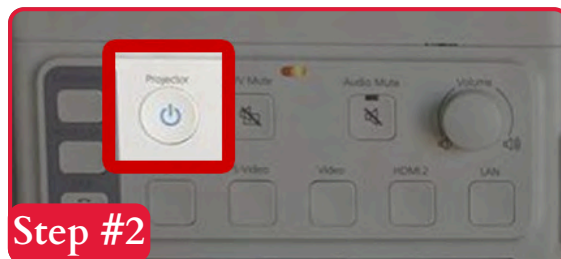


Step #1

itch user

## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



Step #2

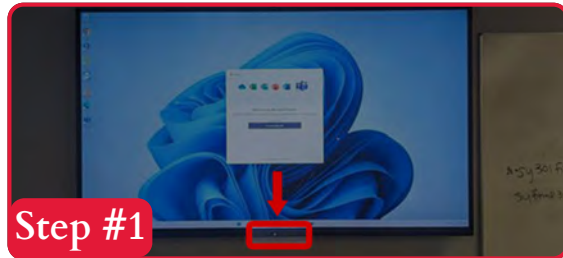
## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.





## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the TV.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



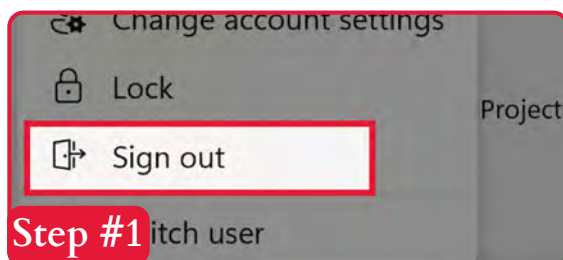
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

### DISPLAY ADJUSTMENT

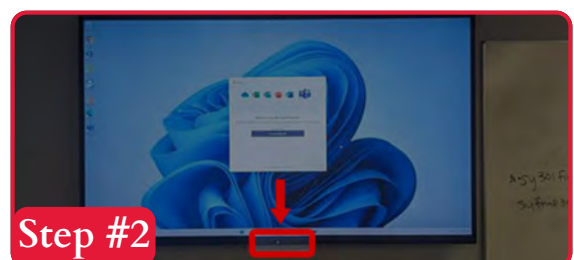
If the display needs to be adjusted, use the buttons behind the tv to accommodate your preference.

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”

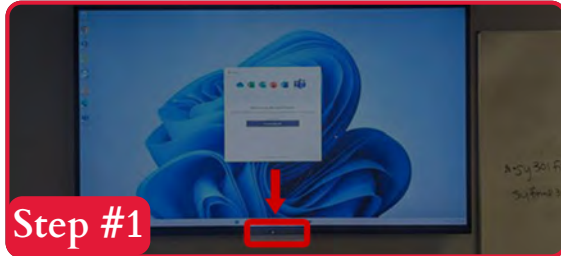


### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the TV.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



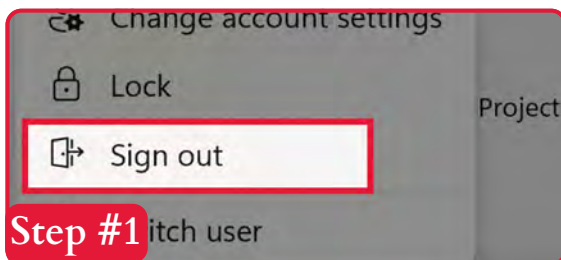
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

### DISPLAY ADJUSTMENT

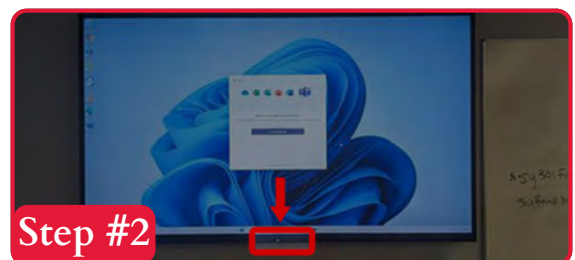
If the display needs to be adjusted, use the buttons behind the tv to accommodate your preference.

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”

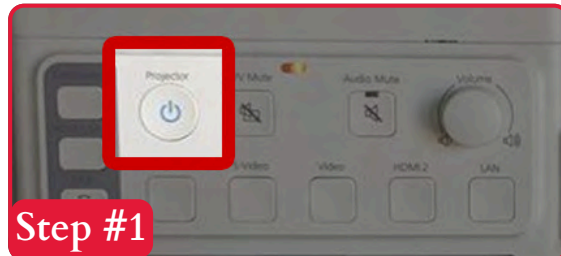


### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

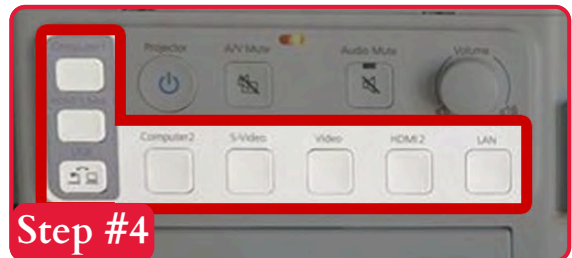
Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

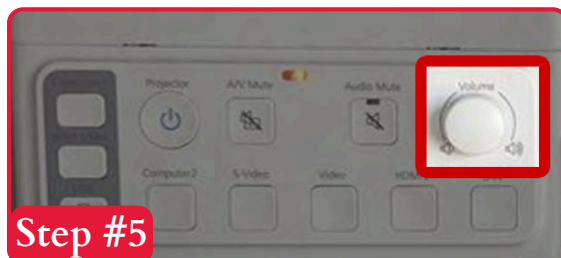
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



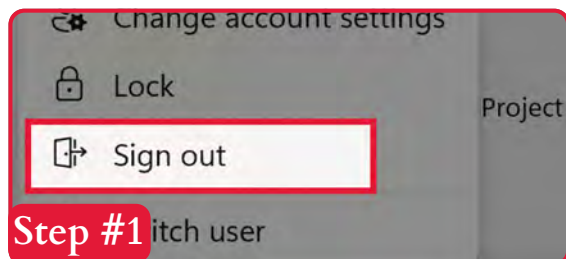
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS

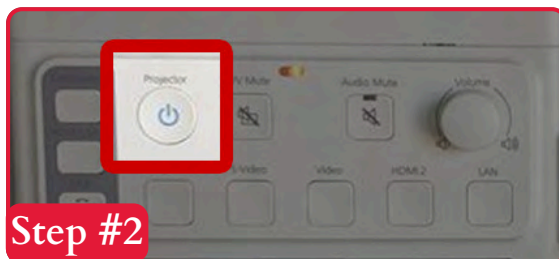


Step #1

itch user

## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



Step #2

## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.





## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the tv or use remote.



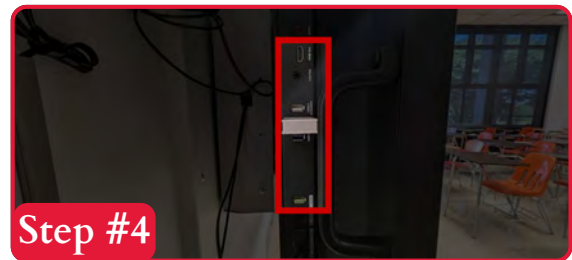
Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



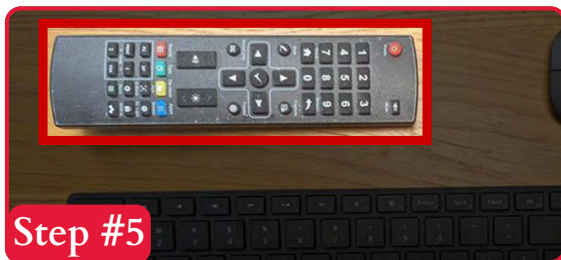
Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



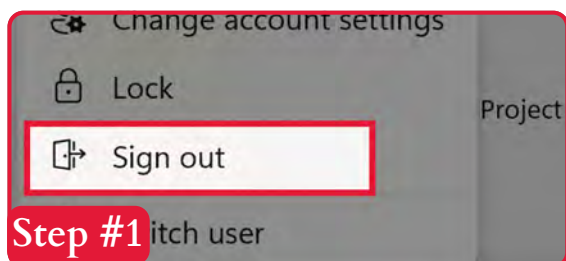
**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**



# “How-to” Classroom Technology

Technology Support  
Brewer Hall 140

## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the windows button, then  
click on the account name,  
and finally click on “Sign out.”



Step #2

## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the display.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## BEGIN CLASS



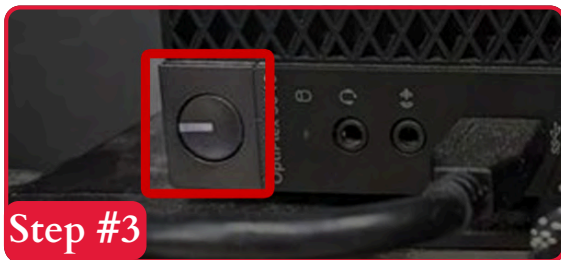
### LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



### LOCATE PROJECTOR POWER

To turn the projector or display on, please tap “Power On” on the control panel



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



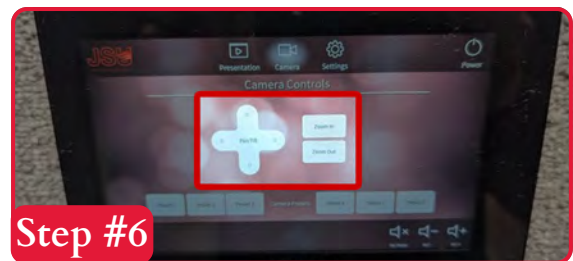
### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

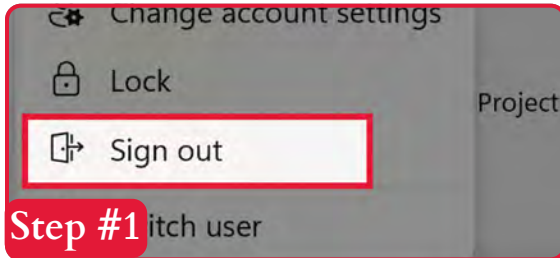


### CAMERA CONTROLL

To make any camera adjustment, please use the touch panel.



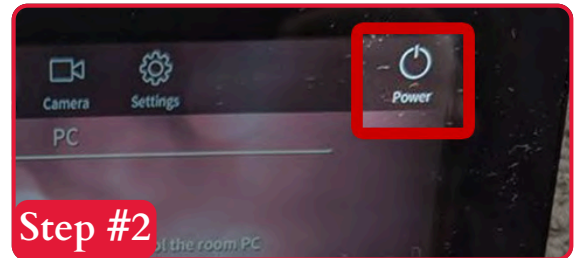
## END CLASS



**Step #1** Sign out user

### SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



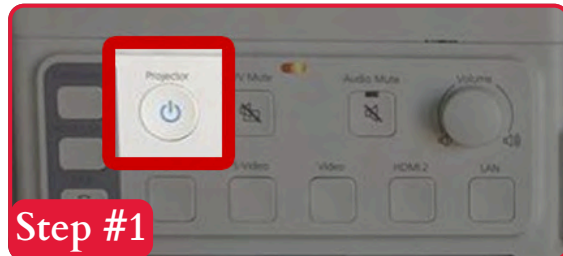
**Step #2** Power down the room PC

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector or display.



## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

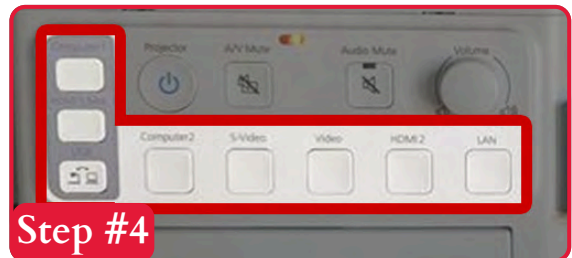
Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

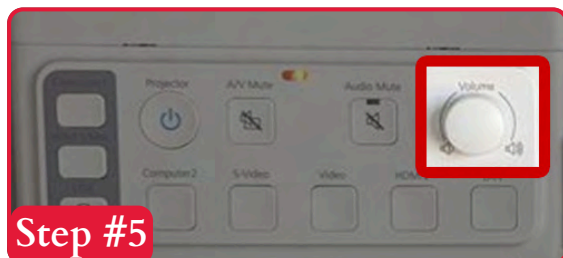
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



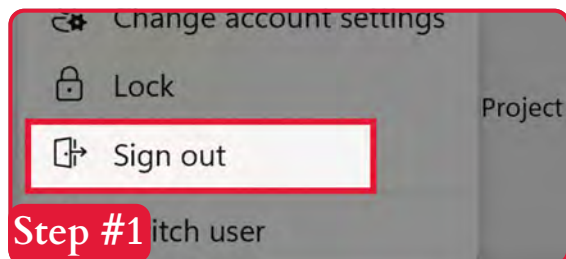
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



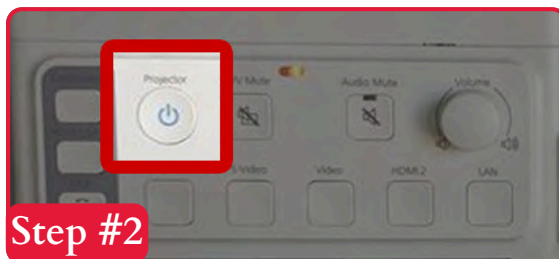
## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



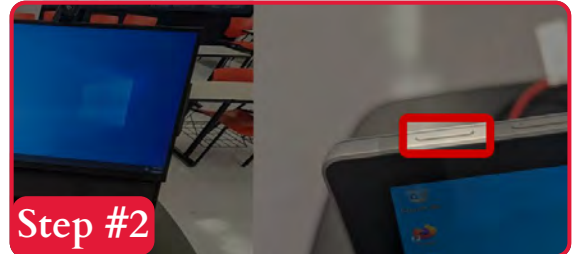


## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

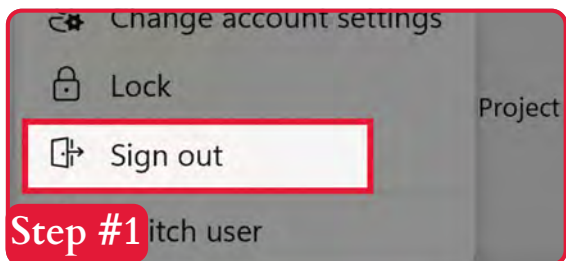


### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.

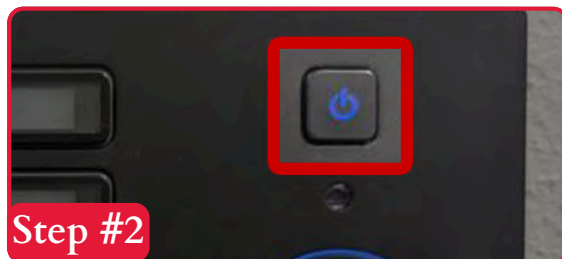


## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”

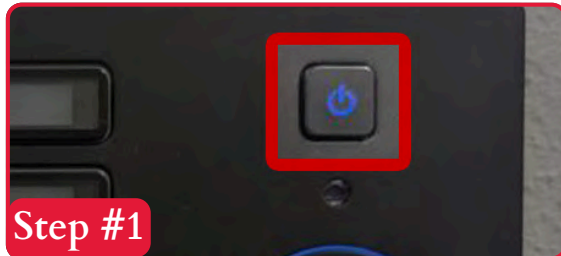


### POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the display.

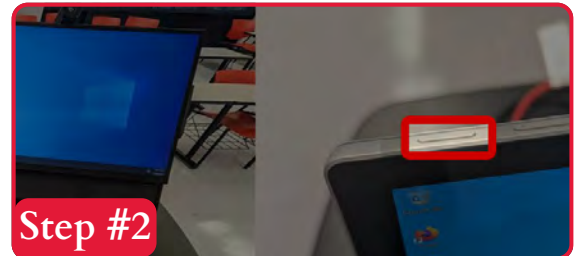


## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

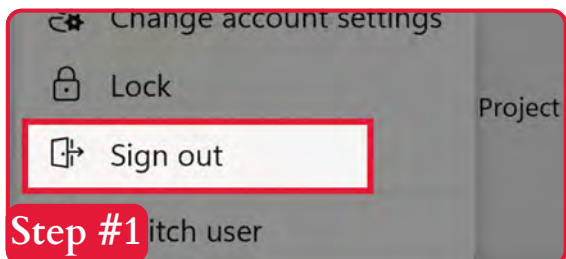


### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.

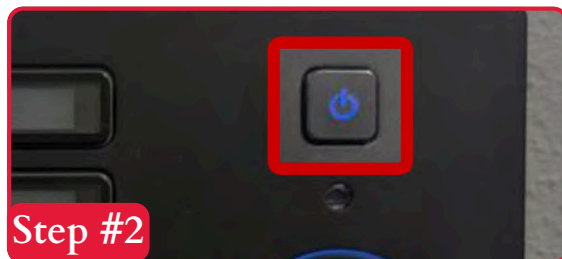


## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”

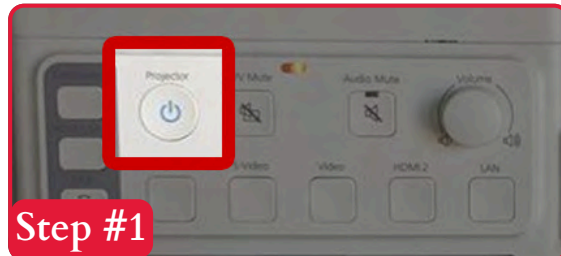


### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.

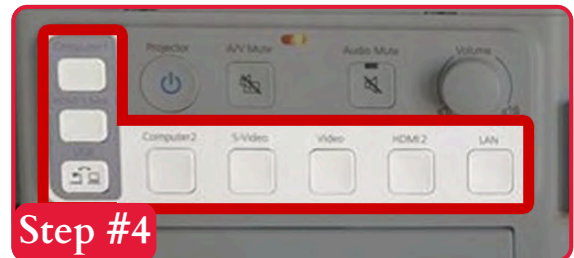


### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



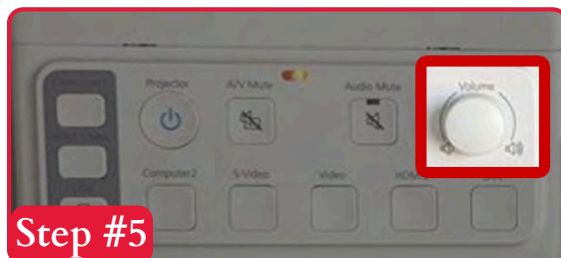
Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

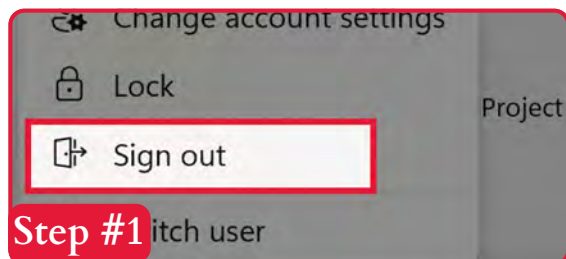
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.





## END CLASS

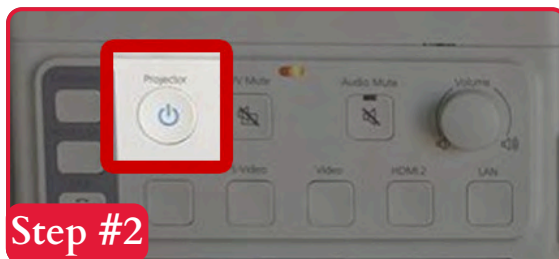


Step #1

itch user

## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



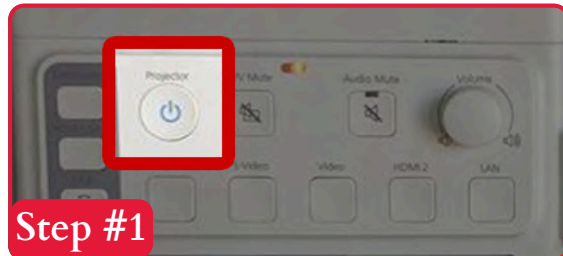
Step #2

## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.



## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.

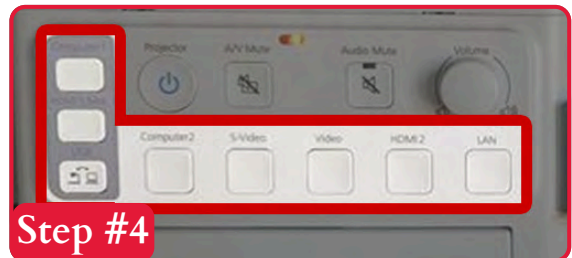


### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### Step #3



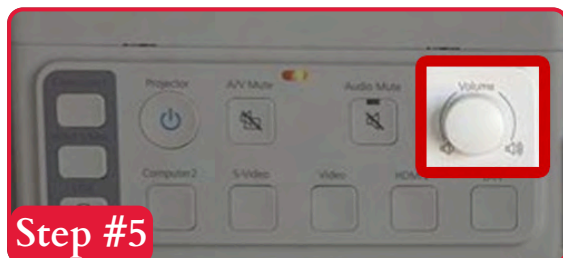
### Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



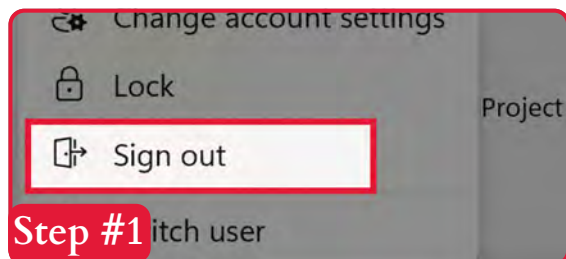
### Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.

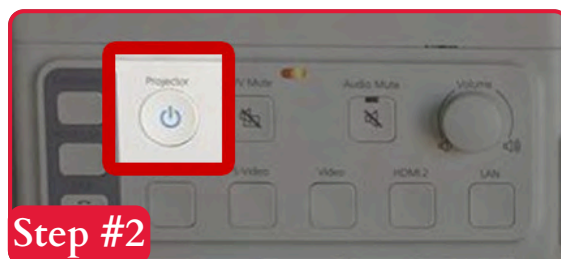


## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.



## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



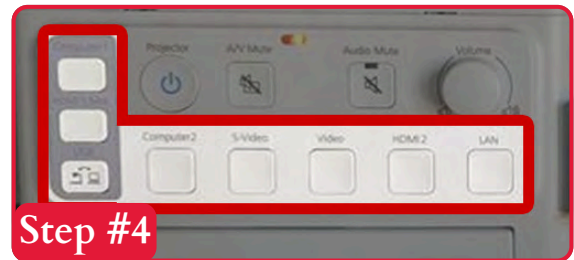
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



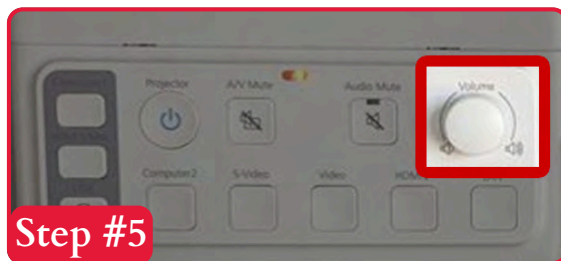
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



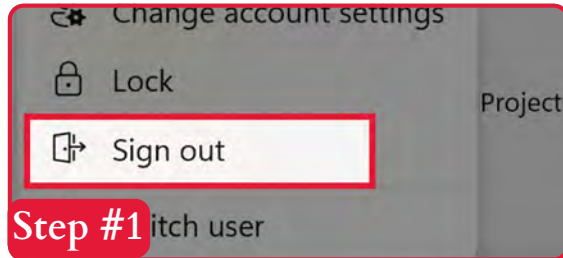
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.





## END CLASS



**Step #1** Sign out user

## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



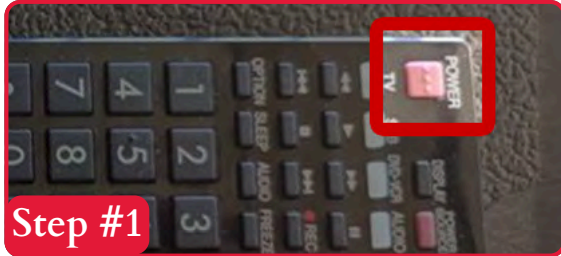
**Step #2**

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the remote control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



Step #4

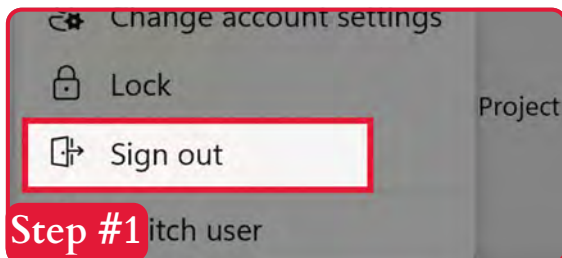
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

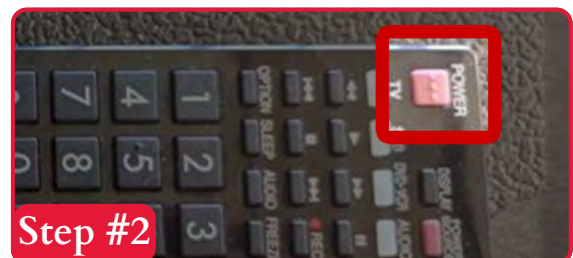
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.

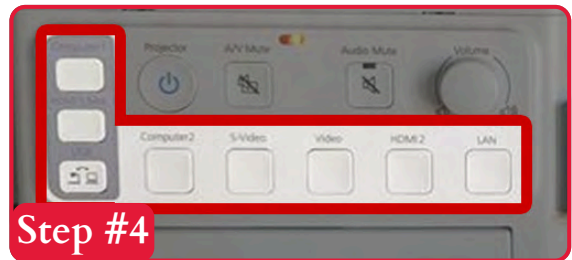


### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### Step #3



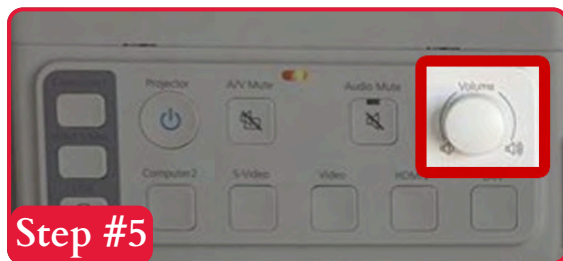
### Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



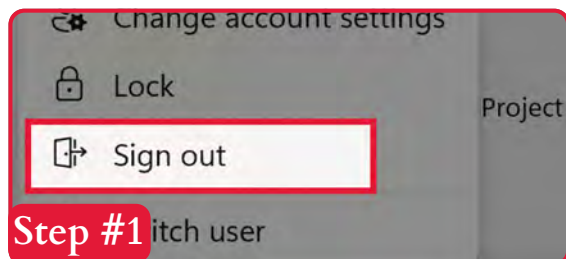
### Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS

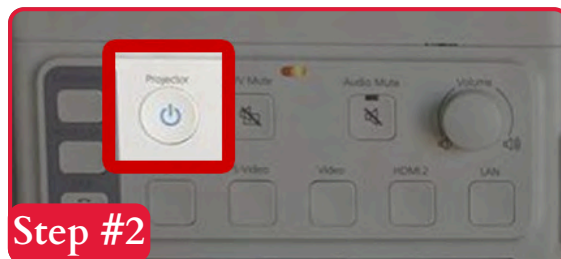


Step #1

itch user

## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



Step #2

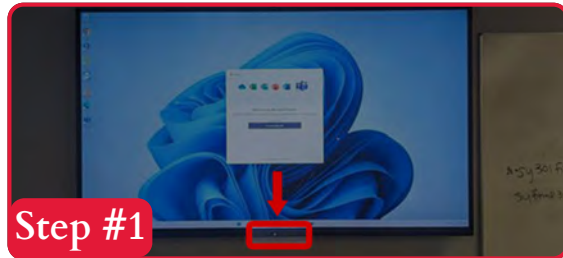
## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.





## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the TV.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



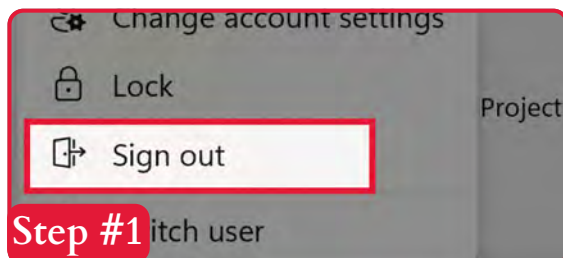
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

### DISPLAY ADJUSTMENT

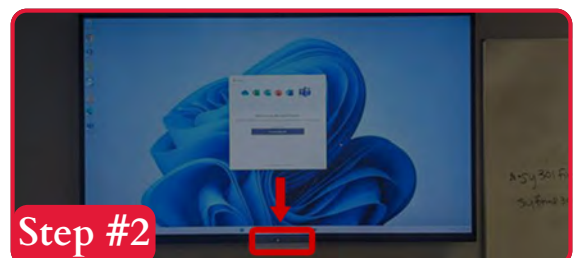
If the display needs to be adjusted, use the buttons behind the tv to accommodate your preference.

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”

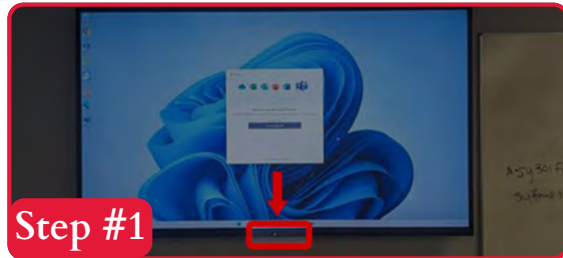


### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the TV.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

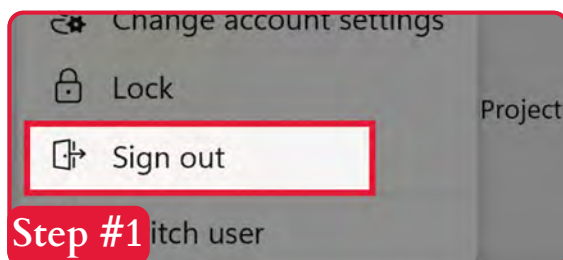


Step #4

### DISPLAY ADJUSTMENT

If the display needs to be adjusted, use the buttons behind the tv to accommodate your preference.

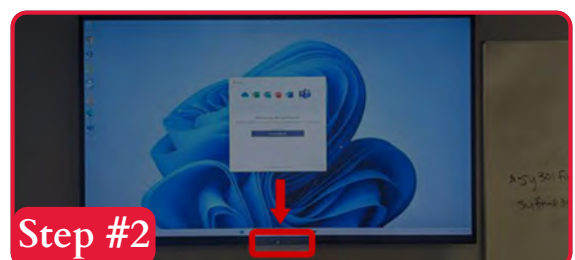
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

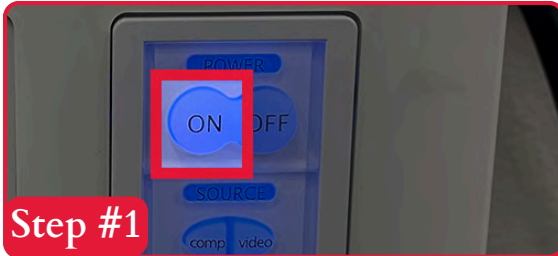
Once you are through with your meeting, be sure to log out of the computer and power down the display.



## CEPS

<i>CEPS 115</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 116</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 117</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 120</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 121</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 122</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 124</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 208</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 209</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 211</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 212</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 214</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 215</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 217</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 219</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 220</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 221</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>
<i>CEPS 222</i>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">—</a>	<a href="#">→</a>	<a href="#">GO &gt;</a>

## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

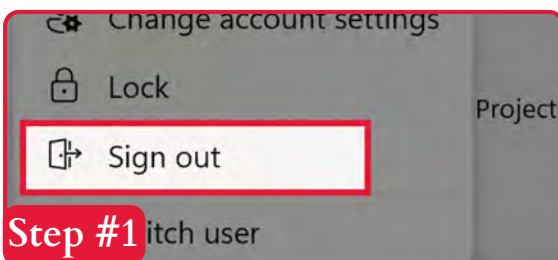


Step #4

### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

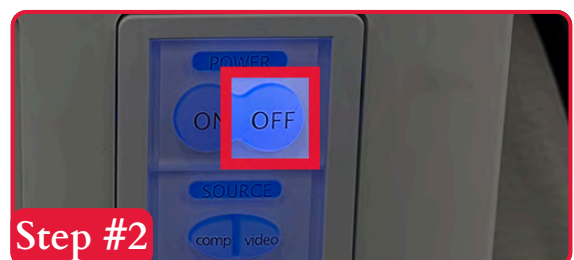
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power off



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## ROOM CONTROL



**Step #1**

### LOCATE TV POWER

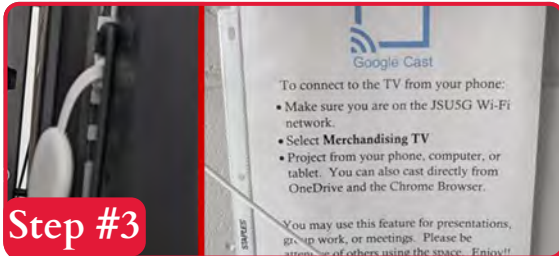
To turn the TV on, press the “ON” button on the TV.



**Step #2**

### CONNECT YOUR DEVICE- HDMI

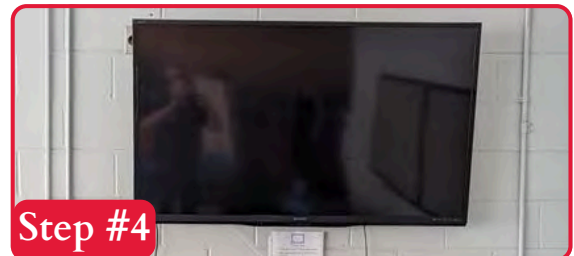
Locate HDMI cable below the tv to physically connect your device



**Step #3**

### CONNECT YOUR DEVICE- GOOGLE CAST

Wirelessly cast your computer using the google cast, follow the instruction.



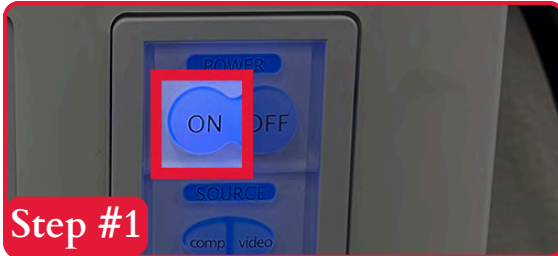
**Step #4**

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the TV.



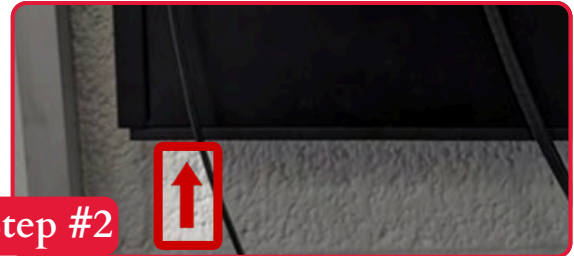
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

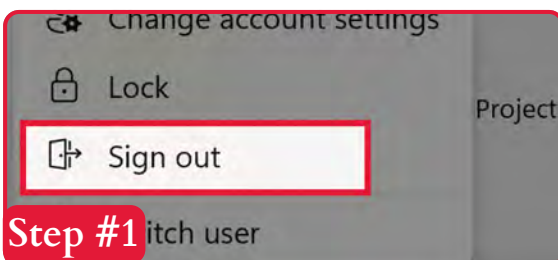


Step #4

### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

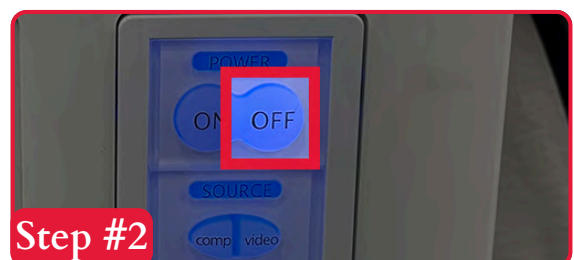
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

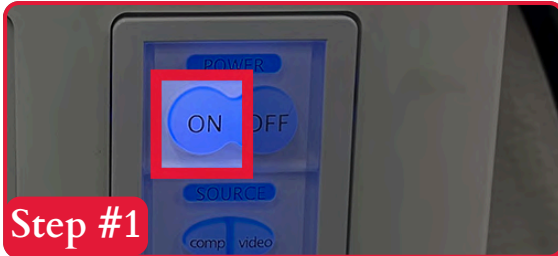
### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power off



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## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

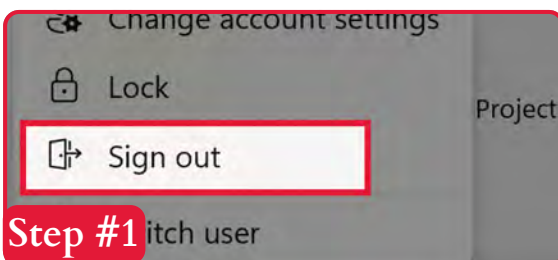


Step #4

### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

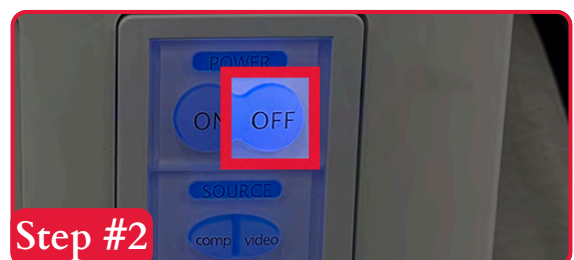
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

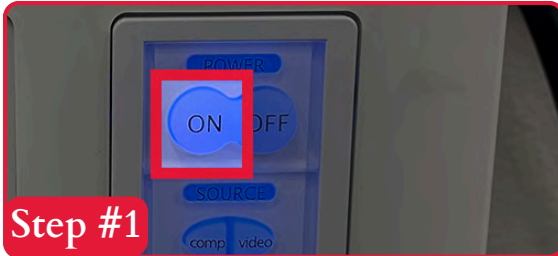
### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power off



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## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

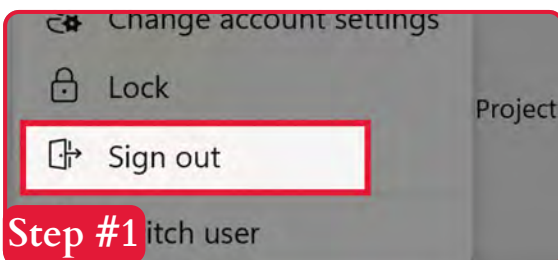
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### ADJUST VOLUME

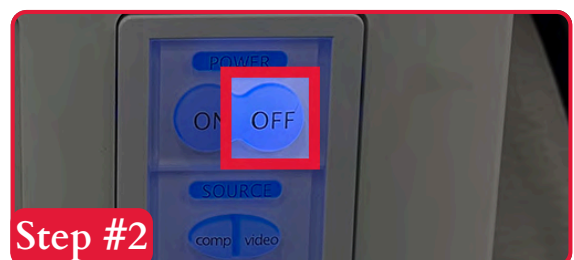
If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



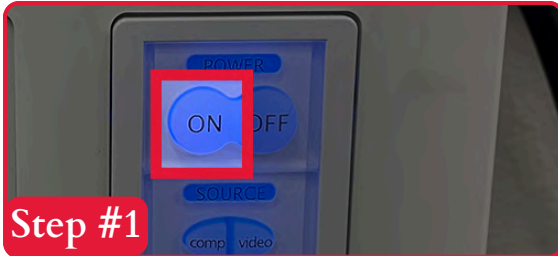
### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power off





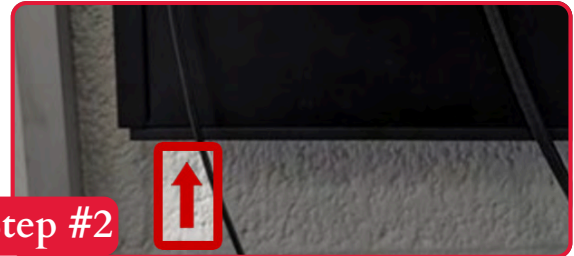
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

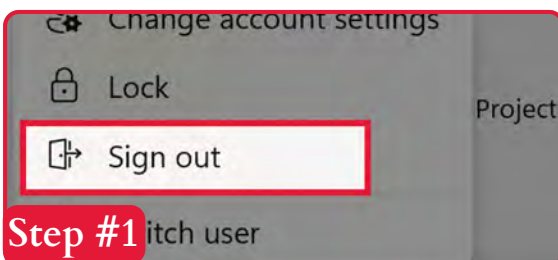


Step #4

### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

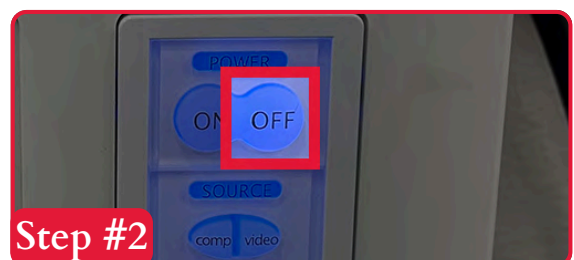
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

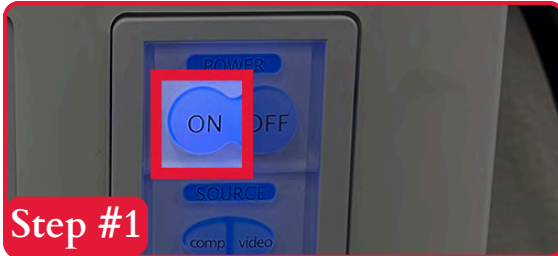
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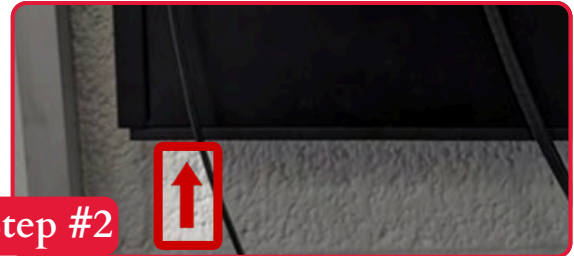
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

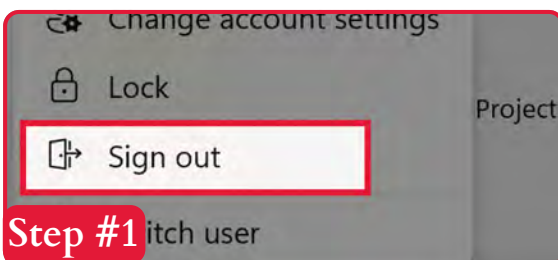


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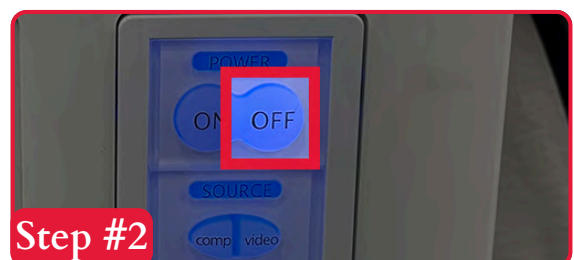
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Step #1

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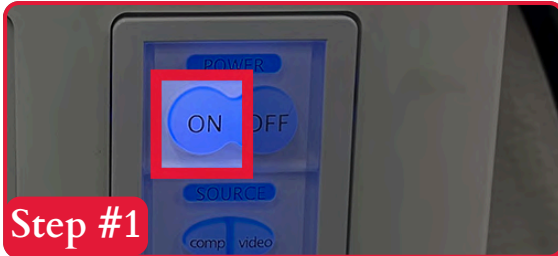
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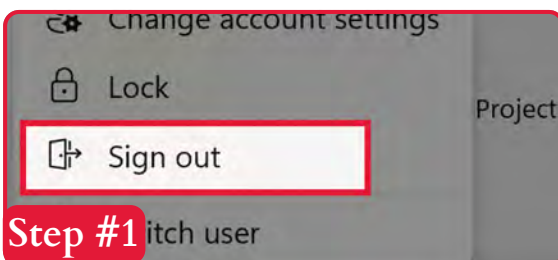


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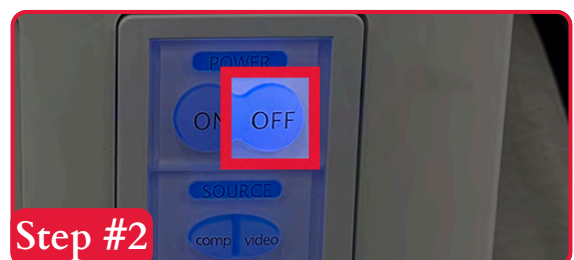
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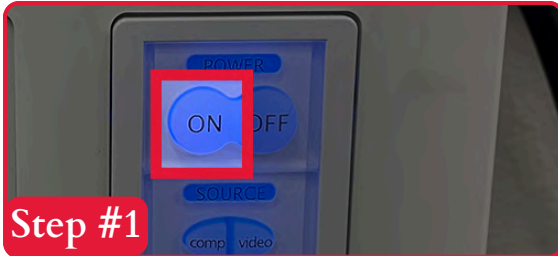
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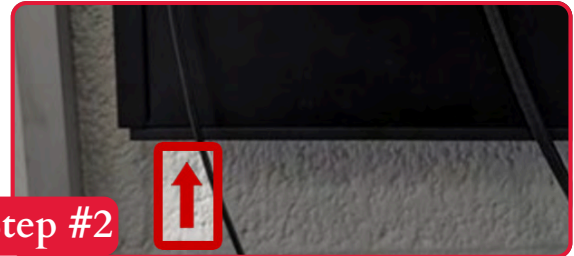
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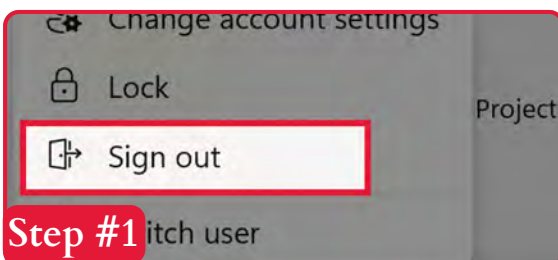


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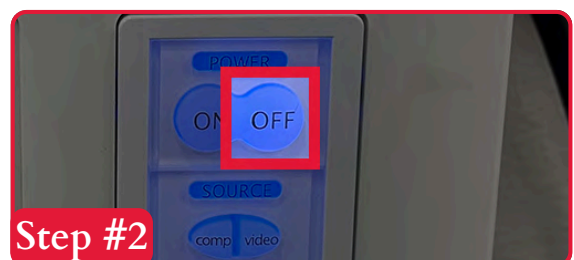
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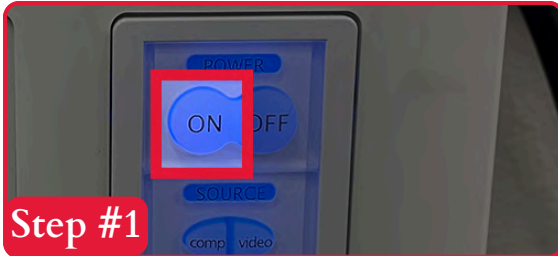
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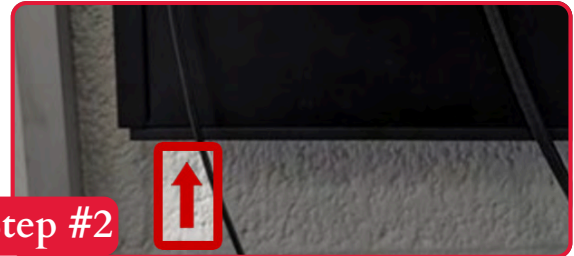
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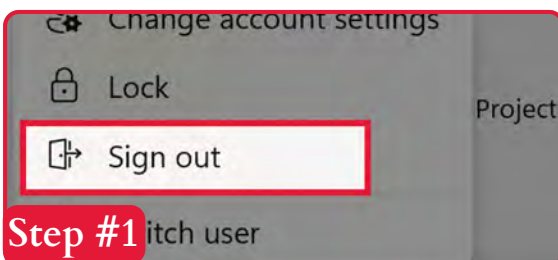


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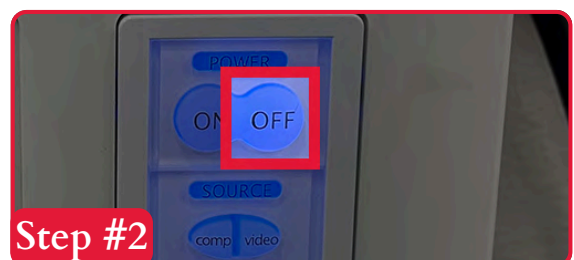
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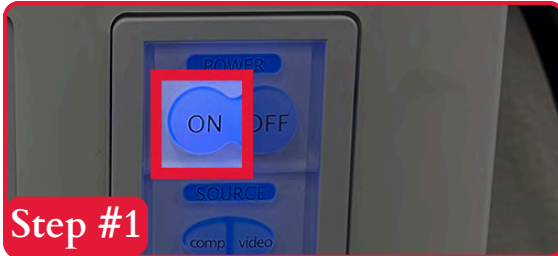
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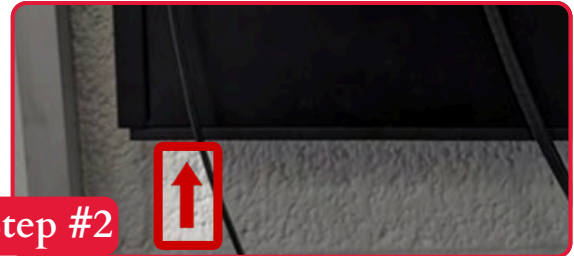
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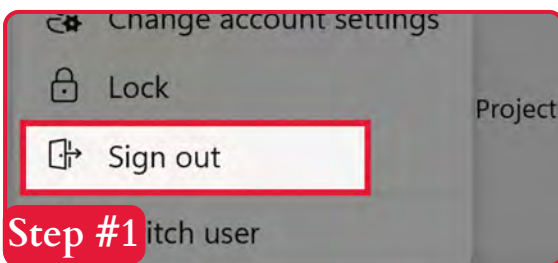


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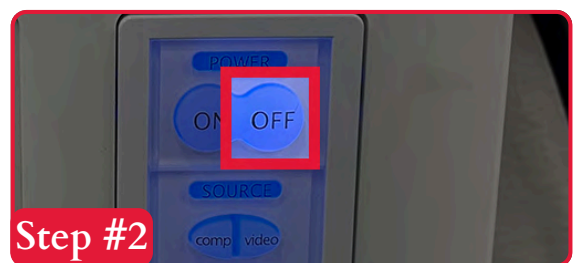
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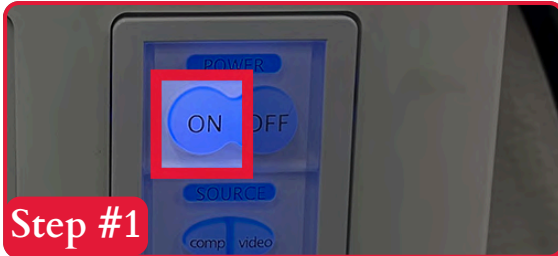
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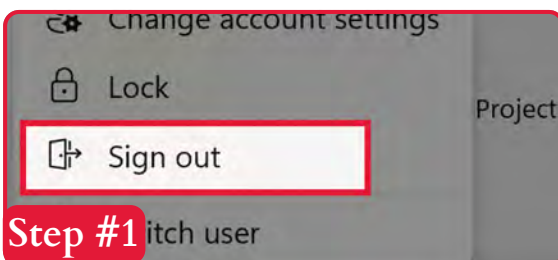


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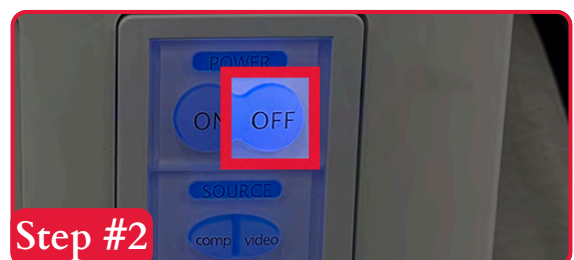
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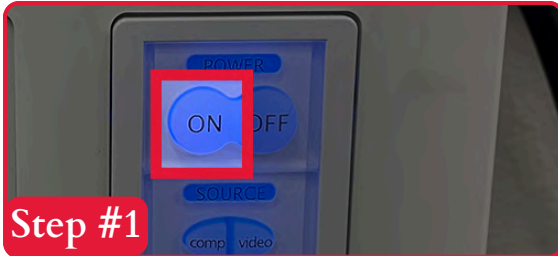
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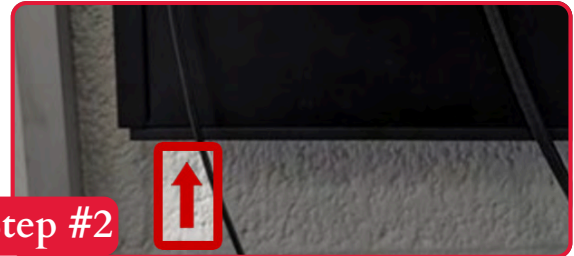
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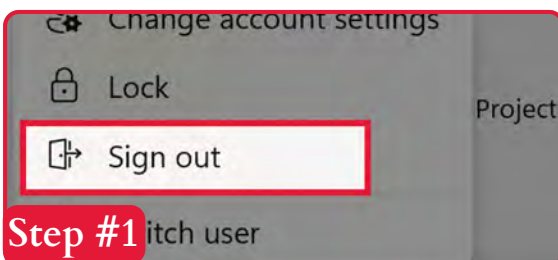


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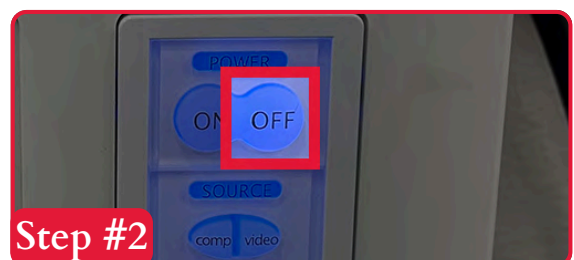
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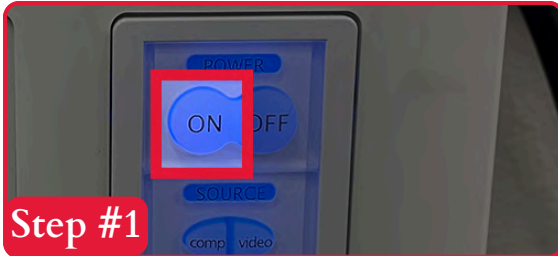
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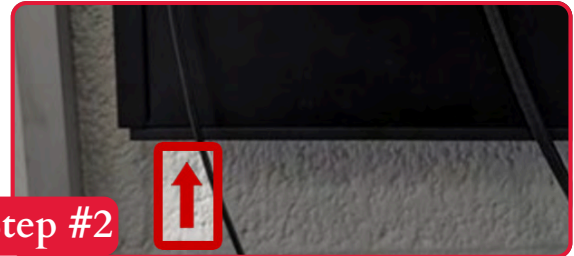
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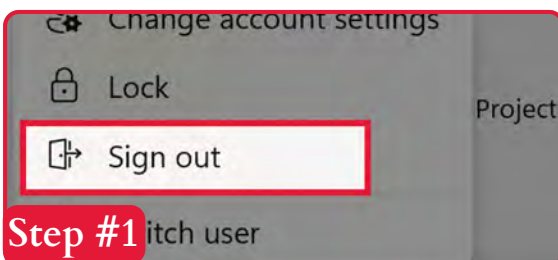


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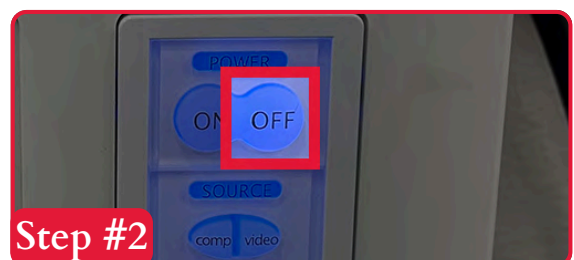
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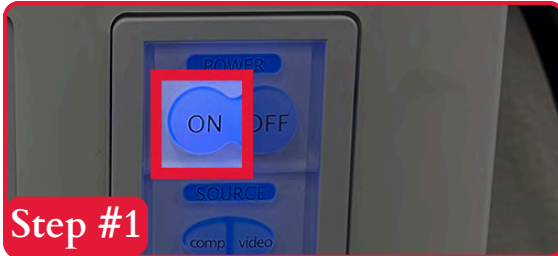
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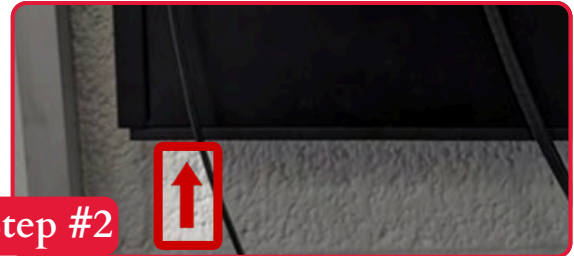
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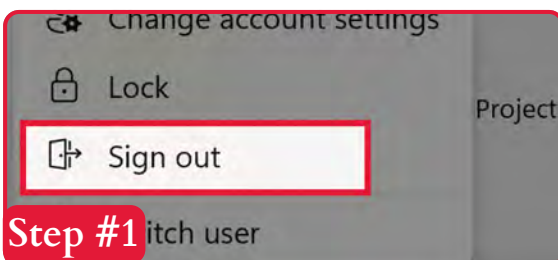


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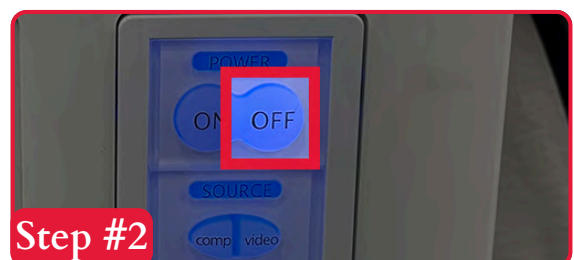
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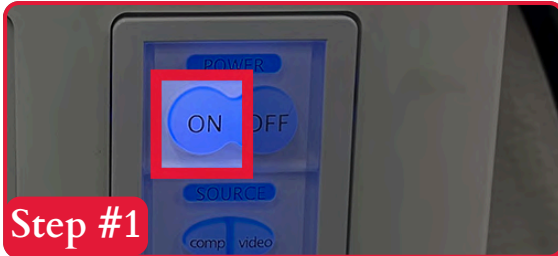
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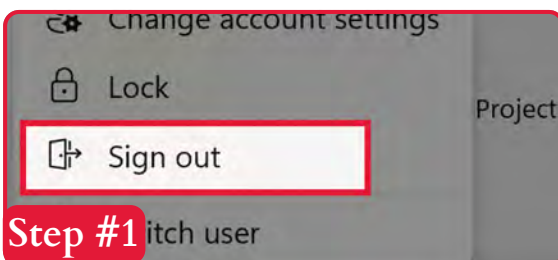


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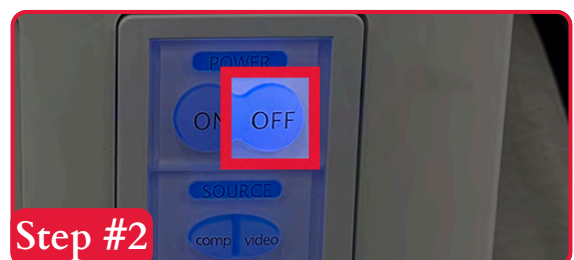
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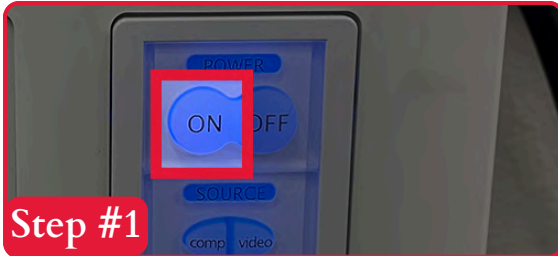
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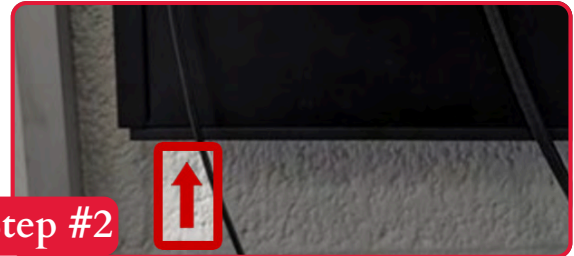
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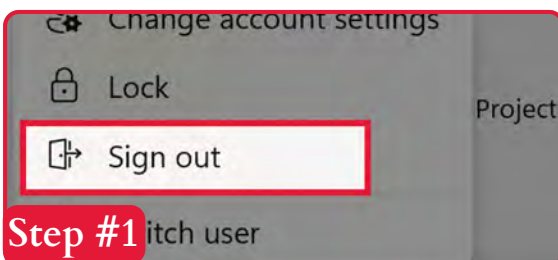


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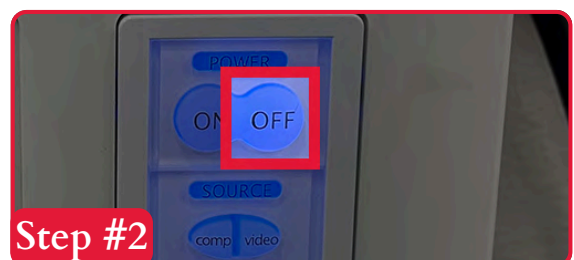
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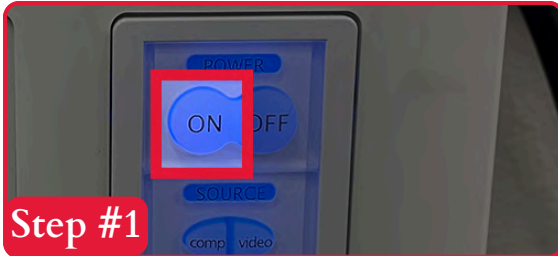
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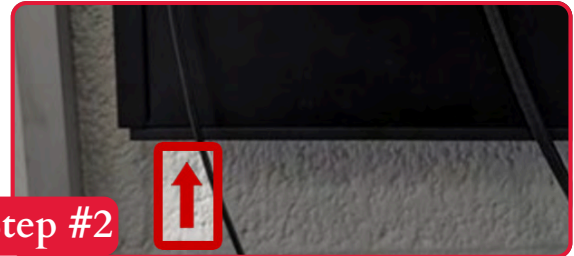
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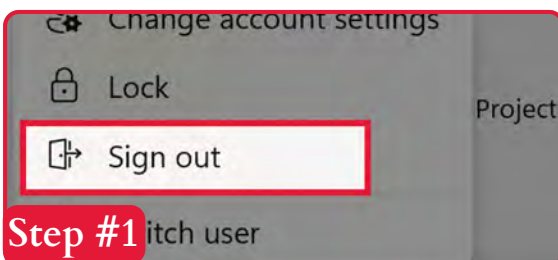


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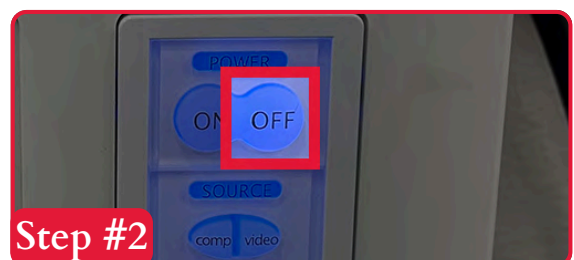
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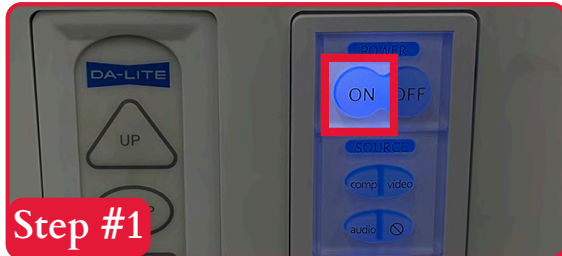


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## HOUSTON COLE LIBRARY

<i>HCL</i>	<i>2A</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>HCL</i>	<i>2B</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>HCL</i>	<i>6A</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>HCL</i>	<i>10B</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>HCL</i>	<i>B03</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>HCL</i>	<i>B04</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>HCL</i>	<i>B18</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>HCL</i>	<i>B19</i>	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>

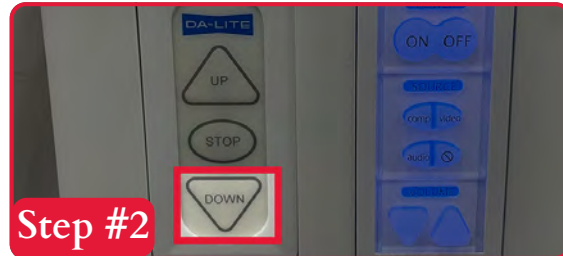
## BEGIN CLASS



**Step #1**

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



**Step #2**

### LOWER PROJECTOR SCREEN

Push the down button on the wall control panel to lower the projector screen.



**Step #3**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #4**

### LOG IN AND TEST YOUR PRESENTATION

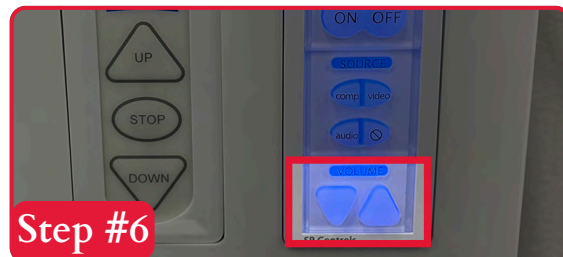
Ensure your presentation or other media is functioning properly.



**Step #5**

### CONNECT YOUR OWN DEVICE

If you bring your own device to use, just grab the extra HDMI chord and plug it into your computer. Be sure “Input 2” is selected.



**Step #6**

### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



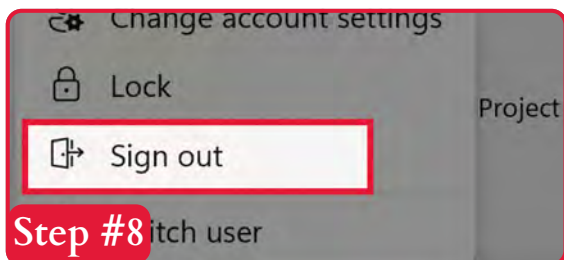


**Step #7**

## LAPEL MICROPHONE

To use, hold the power button until lights turn on.

## END CLASS



**Step #8**

## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



**Step #9**

## POWER MICROPHONE OFF

To turn the microphone off, hold the power button down until the lights go off.



**Step #10**

## TURN THE PROJECTOR OFF AND RAISE THE SCREEN

To turn the projector off, press the “OFF” button. To raise the screen, press the “UP” button on the left side.





## BEGIN CLASS



**Step #1**

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



**Step #2**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #3**

### LOG IN AND TEST YOUR PRESENTATION

Use the wireless keyboard and mouse to ensure your presentation or other media is functioning properly.



**Step #4**

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



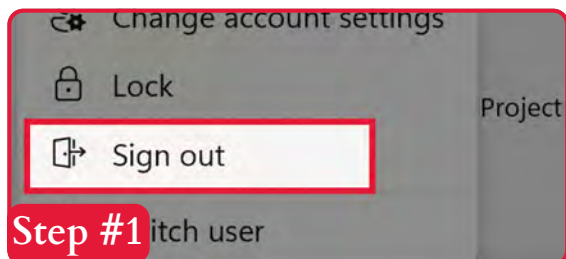
**Step #5**

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”

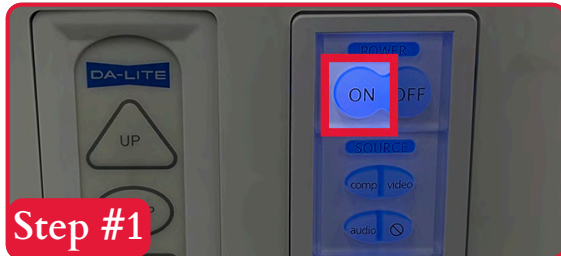


## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



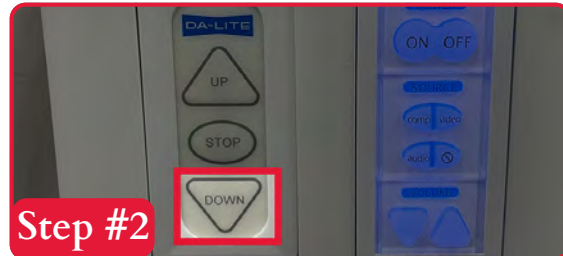
## BEGIN CLASS



**Step #1**

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



**Step #2**

### LOWER PROJECTOR SCREEN

Push the down button on the wall control panel to lower the projector screen.



**Step #3**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #4**

### LOG IN AND TEST YOUR PRESENTATION

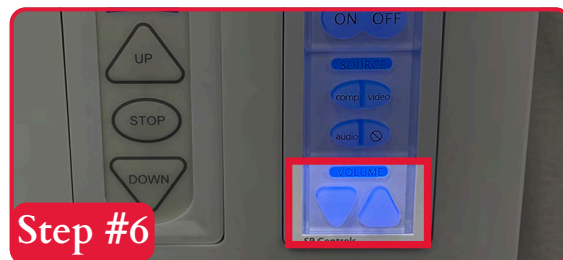
Ensure your presentation or other media is functioning properly.



**Step #5**

### CONNECT YOUR OWN DEVICE

If you bring your own device to use, just grab the extra HDMI chord and plug it into your computer. Be sure “Input 2” is selected.



**Step #6**

### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



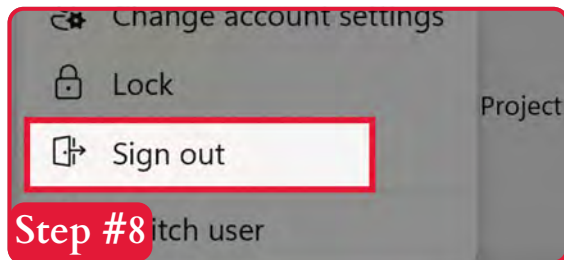
**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)



## LAPEL MICROPHONE

To use, hold the power button until lights turn on.

## END CLASS



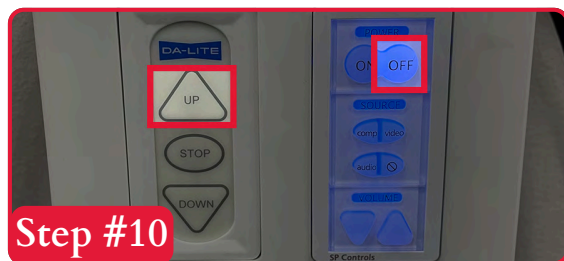
## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



## POWER MICROPHONE OFF

To turn the microphone off, hold the power button down until the lights go off.



## TURN THE PROJECTOR OFF AND RAISE THE SCREEN

To turn the projector off, press the “OFF” button. To raise the screen, press the “UP” button on the left side.



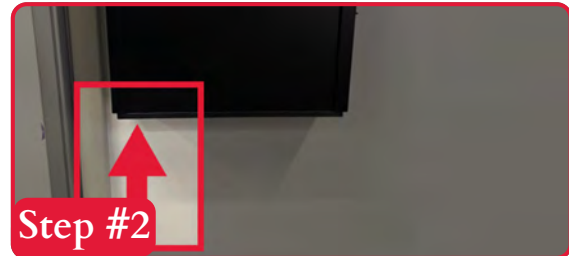


## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



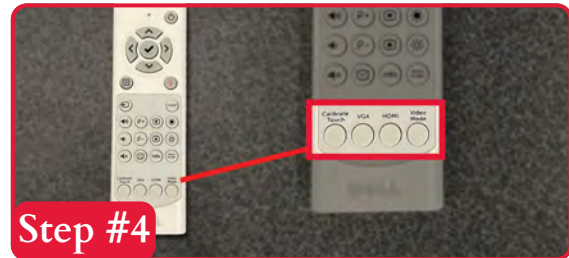
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the wireless keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

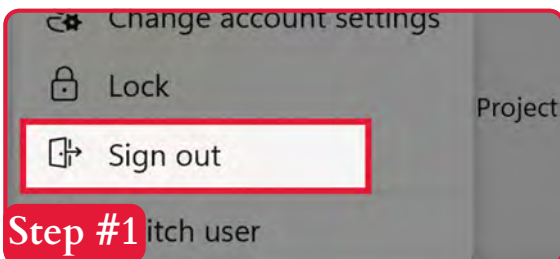


### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



**Step #1**

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



**Step #2**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #3**

## LOG IN AND TEST YOUR PRESENTATION

Use the wireless keyboard and mouse to ensure your presentation or other media is functioning properly.



**Step #4**

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



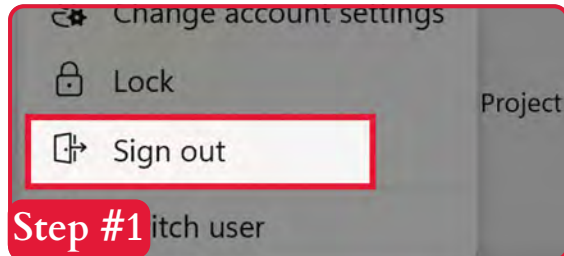
**Step #5**

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





## BEGIN CLASS



**Step #1**

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



**Step #2**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #3**

### LOG IN AND TEST YOUR PRESENTATION

Use the wireless keyboard and mouse to ensure your presentation or other media is functioning properly.



**Step #4**

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



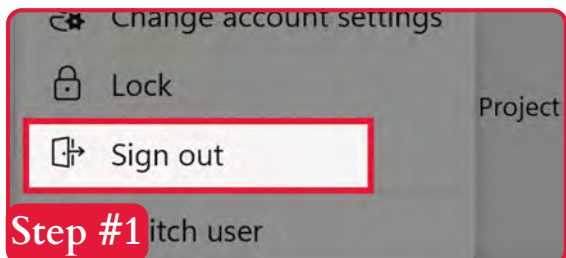
**Step #5**

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”

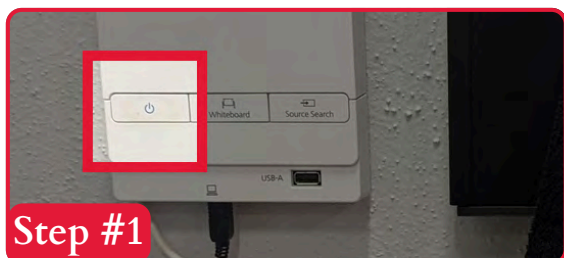


## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



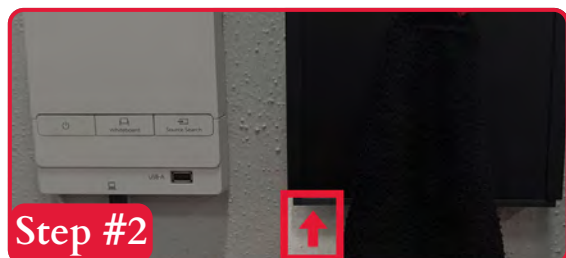
## BEGIN CLASS



**Step #1**

### LOCATE PROJECTOR POWER

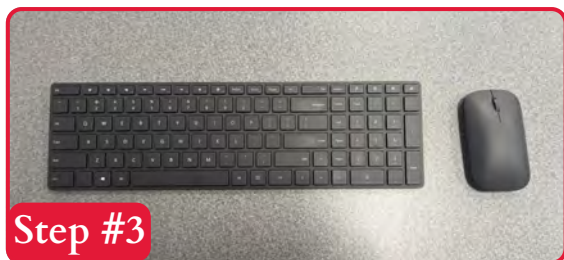
To turn the projector on, press the “ON” button on the wall control.



**Step #2**

### LOCATE COMPUTER POWER

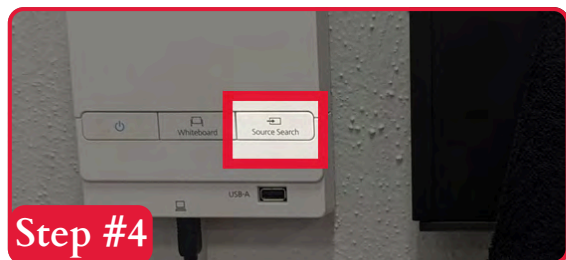
Be sure that the computer is also on and functioning properly.



**Step #3**

### LOG IN AND TEST

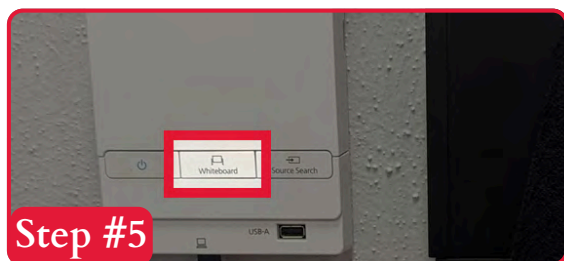
Use the wireless keyboard and mouse to ensure your presentation or other media is functioning properly, and the volume is set to your liking..



**Step #4**

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



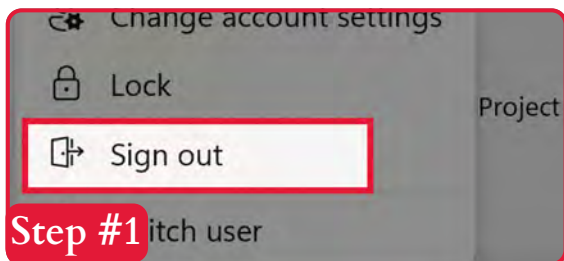
**Step #5**

### WHITEBOARD FUNCTION

To use this projector as a whiteboard, select this button on the wall controller.



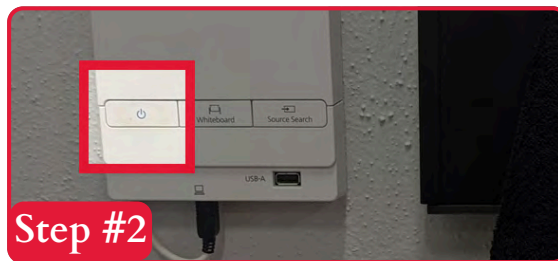
## END CLASS



**Step #1** Switch user

## SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”



**Step #2**

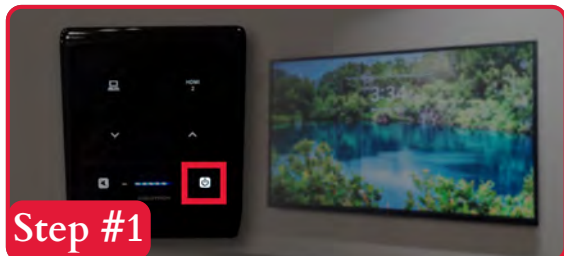
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





## BEGIN CLASS



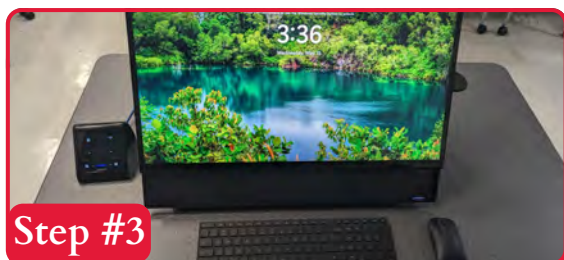
### LOCATE MONITOR POWER

To turn the monitor on, press the “ON” button on the wall control.



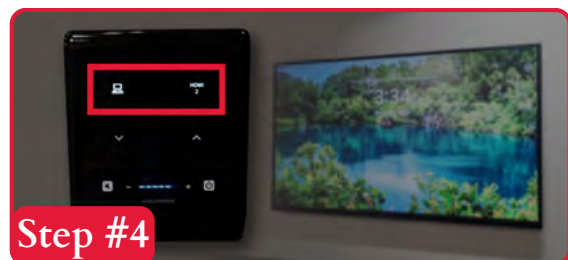
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



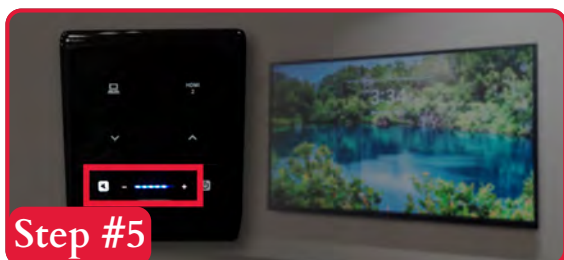
## LOG IN AND TEST YOUR PRESENTATION

Use the wireless keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

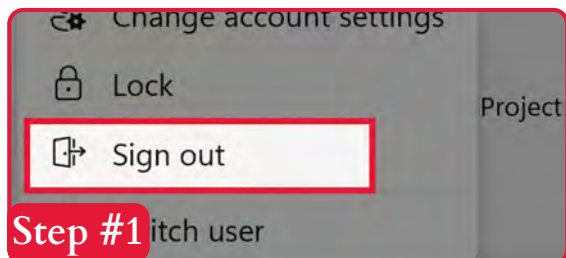


### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



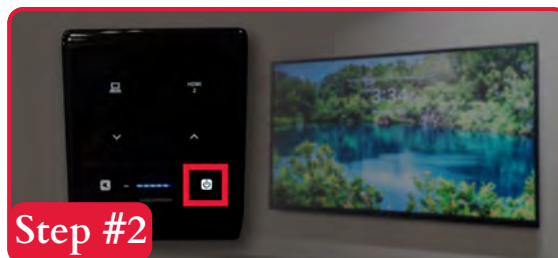
## END CLASS



**Step #1** Switch user

### SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



**Step #2**

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the monitor.



## MARTIN HALL

<i>Martin Hall</i>	102	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	103	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	105	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	111	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	122	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	130	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	202	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	219	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	224	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	228	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	234	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	302	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	307	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	319	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	321	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	327	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	332	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	334	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	336	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Martin Hall</i>	338	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>

## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

### LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

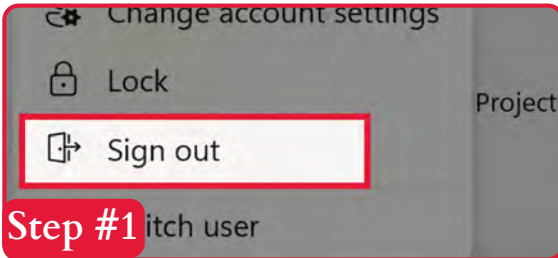
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.





## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

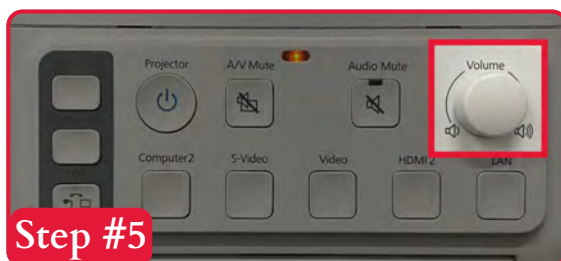
Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



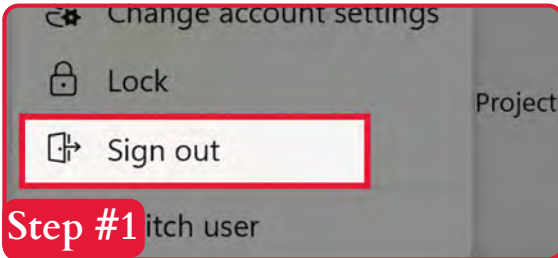
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

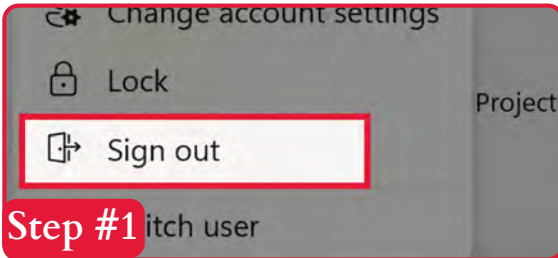
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.





## END CLASS



**Step #1** Sign out

## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



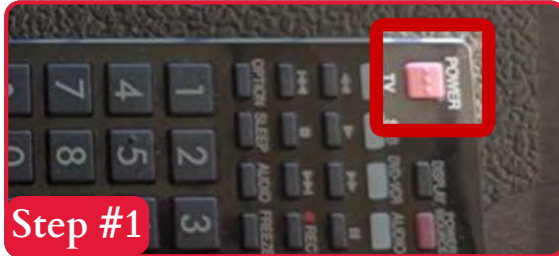
**Step #2** Power button

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the display on, press the “power” button on the remote control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



Step #4

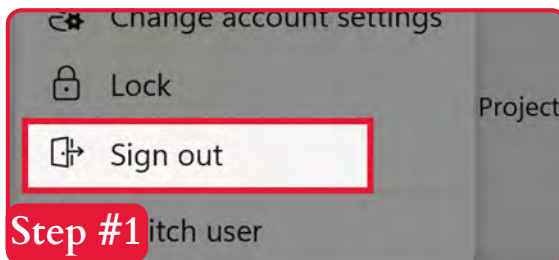
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

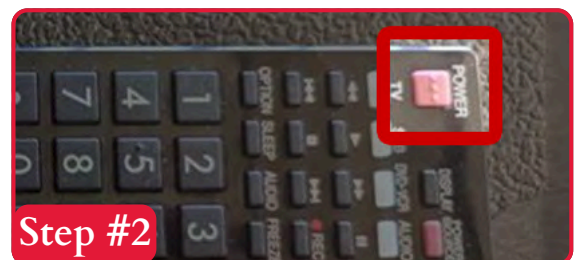
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



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## BEGIN CLASS



### LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



### LOCATE DISPLAY POWER

To turn the display or projector on, please tap “Power On” on the control panel



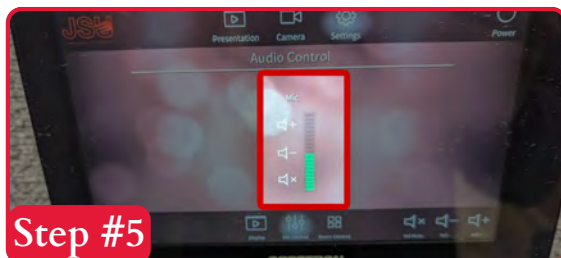
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



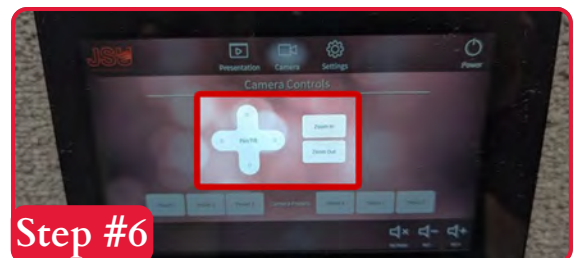
### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

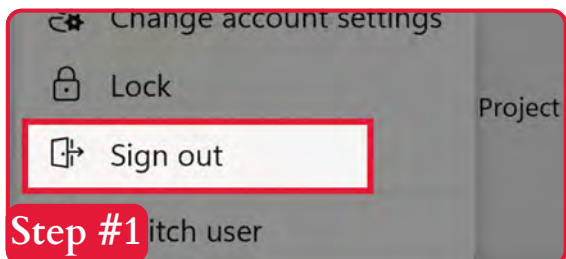


### CAMERA CONTROLL

To make any camera adjustment, please use the touch panel.

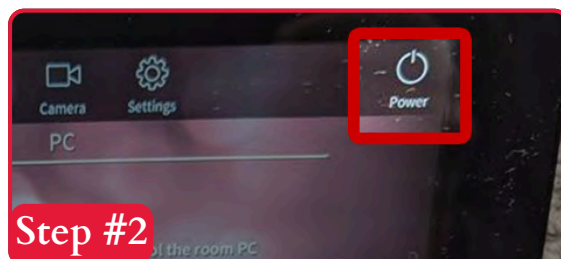


## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





## BEGIN CLASS



### LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



### LOCATE DISPLAY POWER

To turn the display or projector on, please tap “Power On” on the control panel



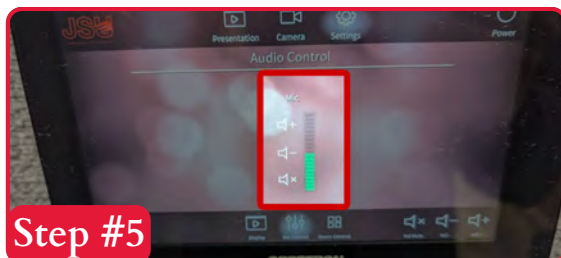
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



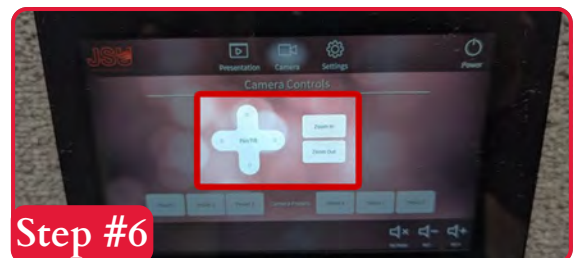
### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

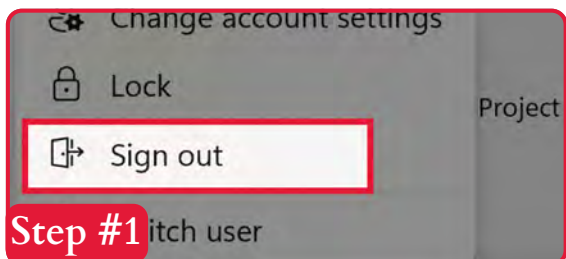


### CAMERA CONTROLL

To make any camera adjustment, please use the touch panel.

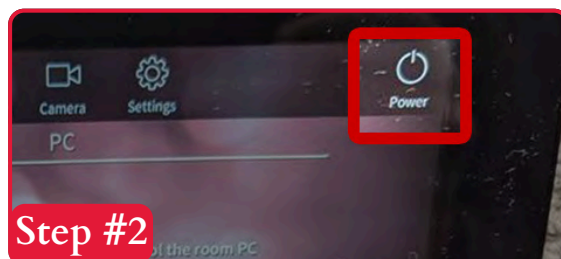


## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



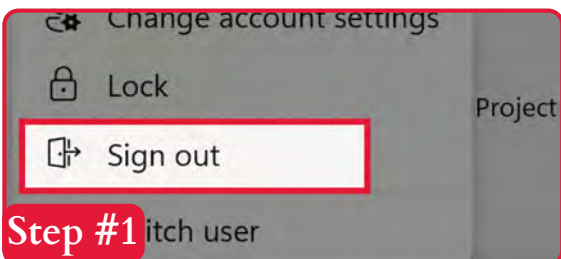
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

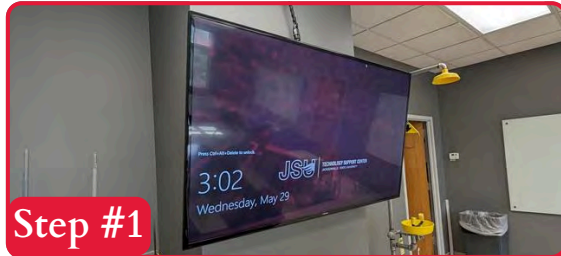
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





## BEGIN CLASS



**Step #1**

### LOCATE DISPLAY POWER

To turn the displays on, press the “power” button on the TV or use remote control.



**Step #2**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.

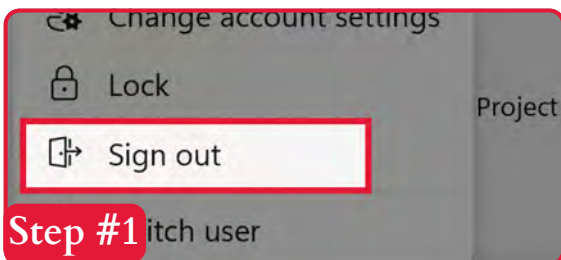


**Step #3**

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.

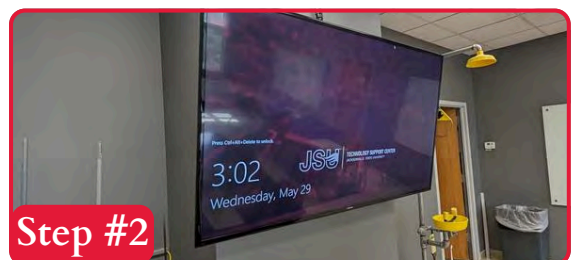
## END CLASS



**Step #1**

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



**Step #2**

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the displays on, press the “power” button on the TV or use remote control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.

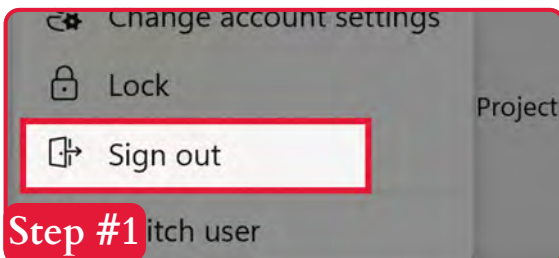


Step #4

### CONNECT OWN DEVICE

To connect your own device, please use this HDMI cable.

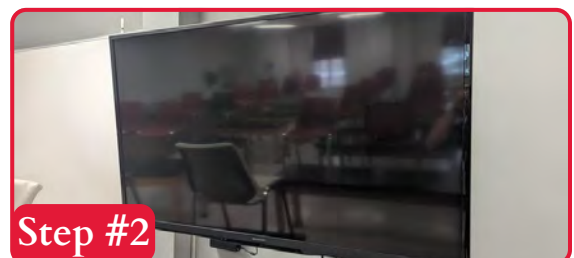
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the displays on, press the “power” button on the TV or use remote control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.

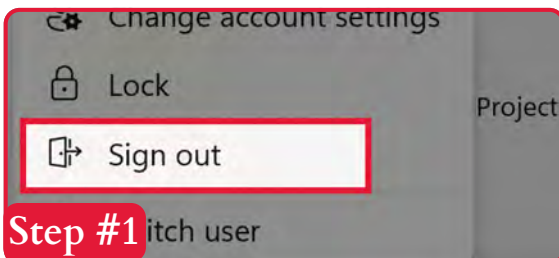


Step #4

### CONNECT OWN DEVICE

To connect your own device, please use this HDMI cable.

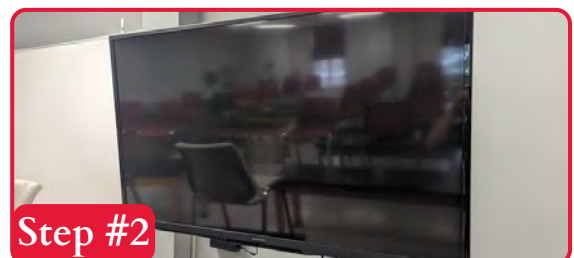
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)



## BEGIN CLASS



### LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### LAPEL MICROPHONE

To use, hold the power button until lights turn on.



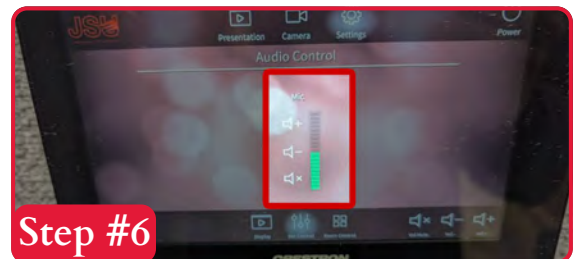
### LOCATE DISPLAY POWER

To turn the display or projector on, please tap “Power On” on the control panel



### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.





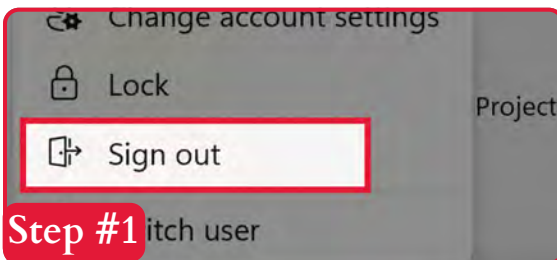


**Step #7**

## CAMERA CONTROL

To make any camera adjustment, please use the touch panel.

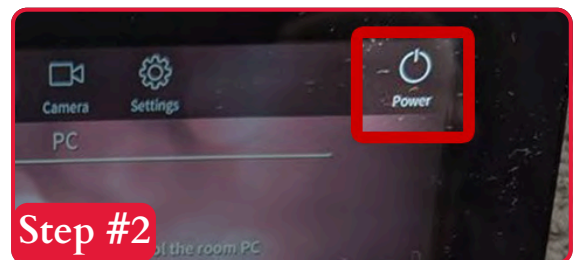
## END CLASS



**Step #1**

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



**Step #2**

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



**Step #3**

## MICROPHONE POWER

To power down, hold the power button until lights turn off



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

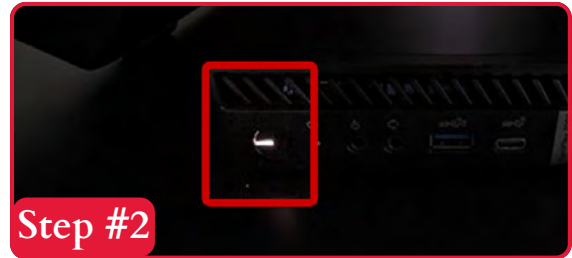
## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the display on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

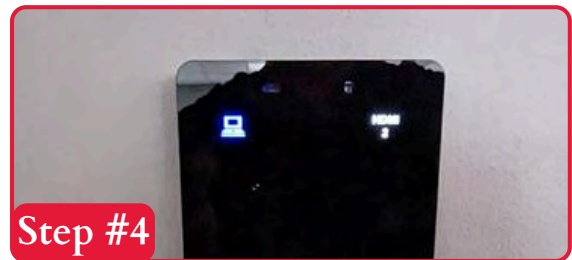
Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.

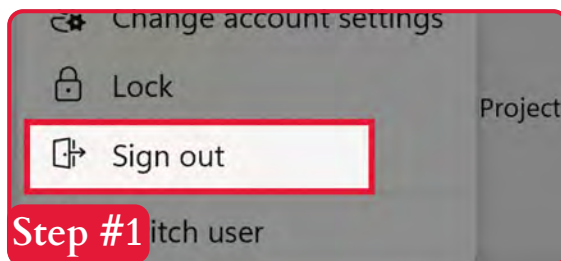


Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

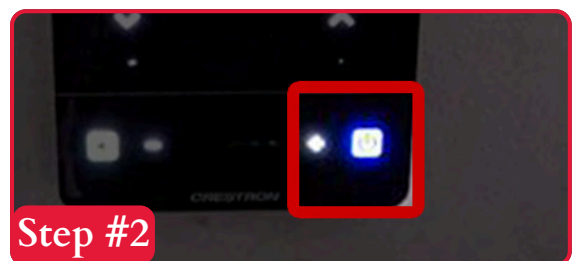
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



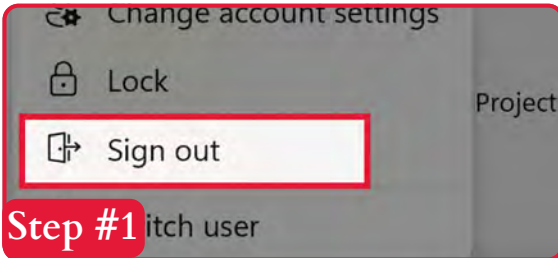
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





## BEGIN CLASS



Step #1

### LOCATE DISPLAY POWER

To turn the display on, press the “Power” button on the remote control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



Step #4

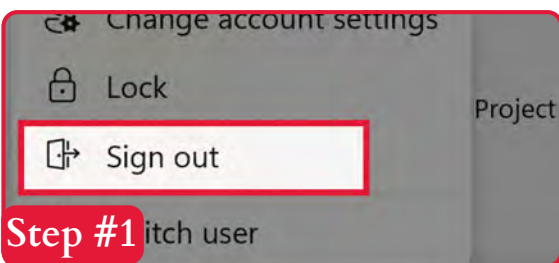
## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.

## CONNECT OWN DEVICE

To connect your own device, please use this HDMI cable.

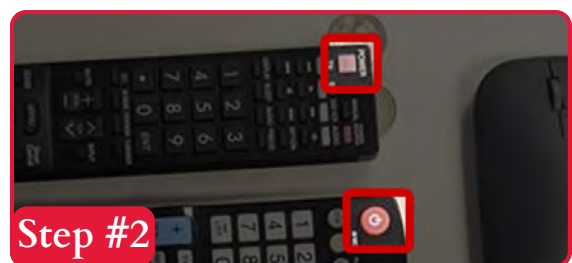
## END CLASS



Step #1

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



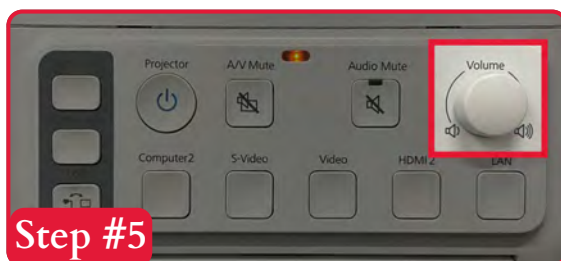
Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

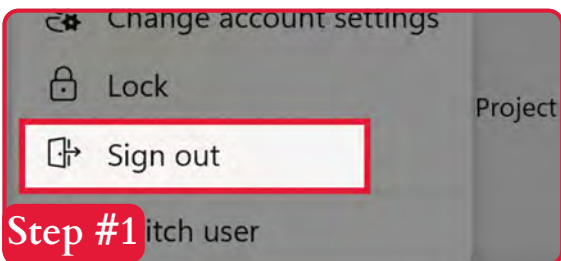
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



Step #2

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

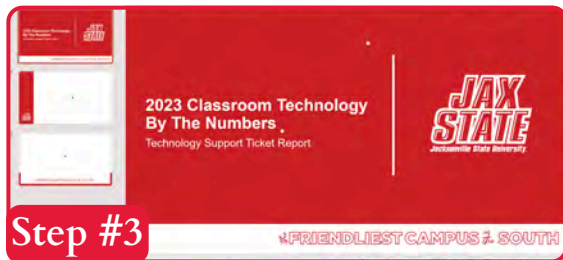
To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

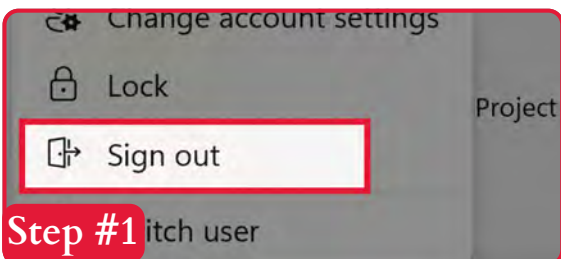
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.





## END CLASS



Step #1

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



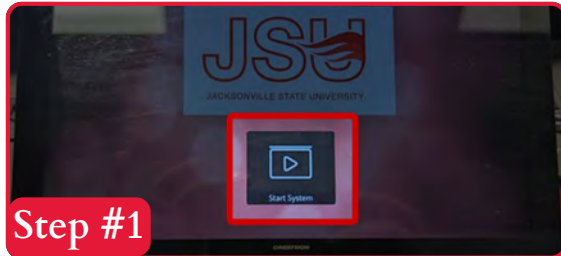
Step #2

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



### LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



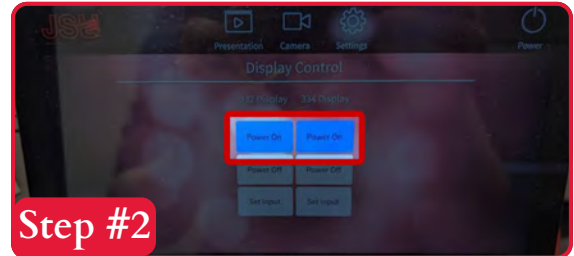
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### LAPEL MICROPHONE

To use, hold the power button until lights turn on.



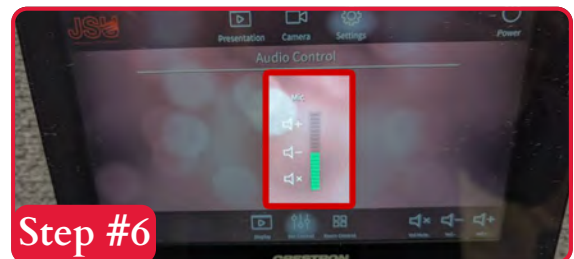
### LOCATE DISPLAY POWER

To turn the display or projector on, please tap “Power On” on the control panel



### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

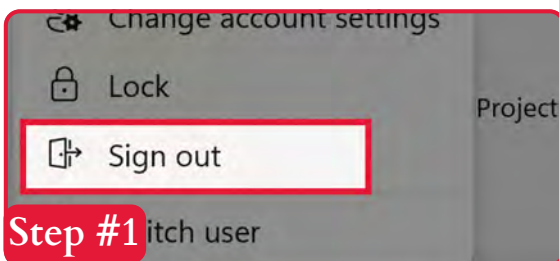




## CAMERA CONTROL

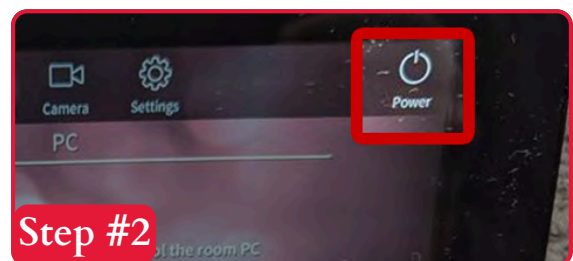
To make any camera adjustment, please use the touch panel.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.

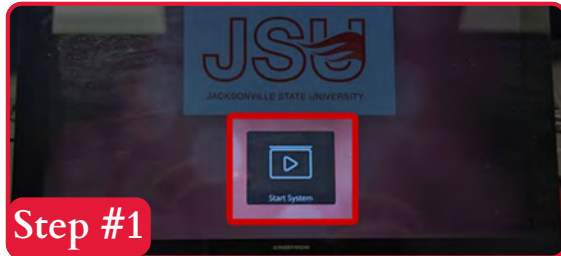


## MICROPHONE POWER

To power down, hold the power button until lights turn off



## BEGIN CLASS



### LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



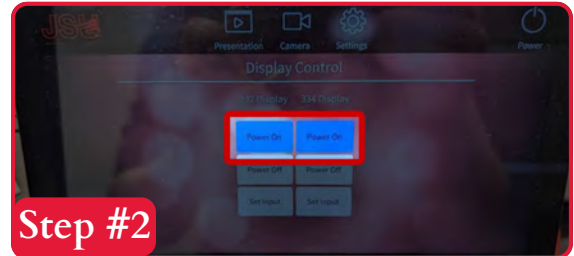
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### LAPEL MICROPHONE

To use, hold the power button until lights turn on.



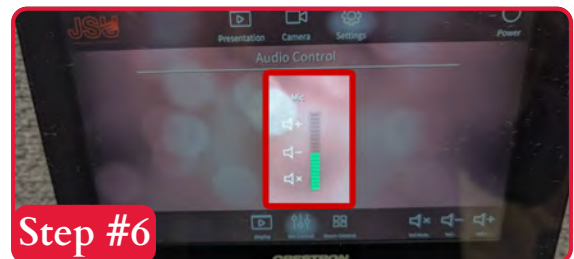
### LOCATE DISPLAY POWER

To turn the display or projector on, please tap “Power On” on the control panel



### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



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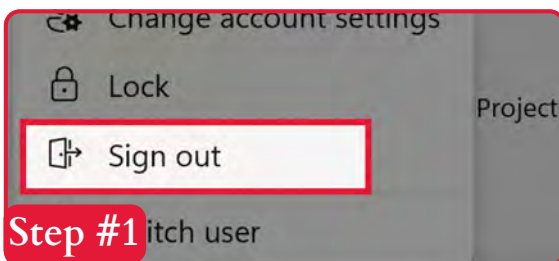


**Step #7**

## CAMERA CONTROL

To make any camera adjustment, please use the touch panel.

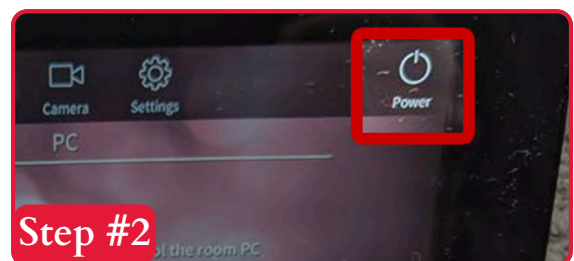
## END CLASS



**Step #1**

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



**Step #2**

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



**Step #3**

## MICROPHONE POWER

To power down, hold the power button until lights turn off



**NEED IT HELP?**  
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## BEGIN CLASS



### LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



### LOCATE DISPLAY POWER

To turn the display or projector on, please tap “Power On” on the control panel



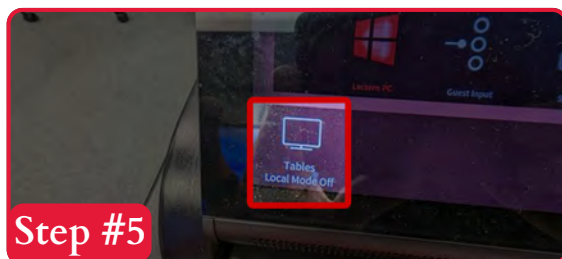
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



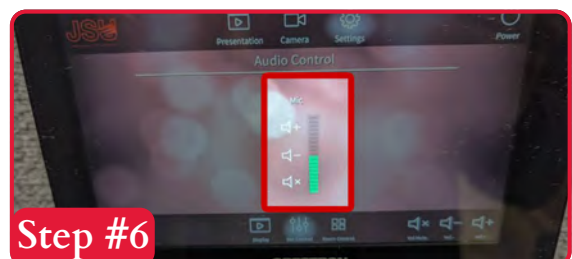
### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### CONTROL TABLE LOCAL MODE

To routed main display to other displays above at each table, turn on Table Local Mode



### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



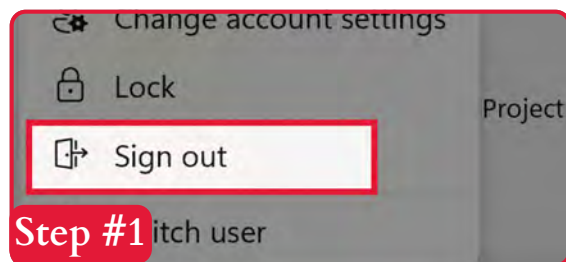
**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)



## CAMERA CONTROL

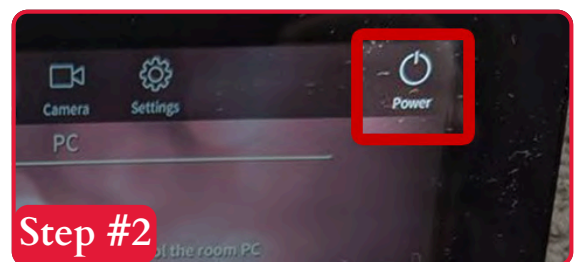
To make any camera adjustment, please use the touch panel.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



**NEED IT HELP?**  
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## BEGIN CLASS



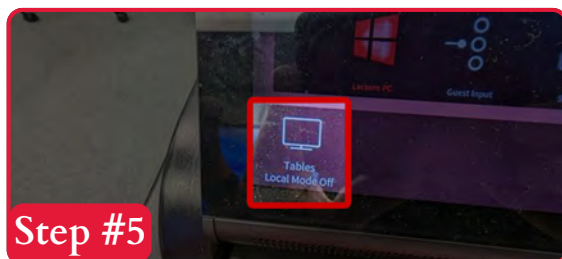
## LOCATE SYSTEM CONTROL PANEL

To turn the system on, press the “Start System” button on the wall control.



## LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## CONTROL TABLE LOCAL MODE

To routed main display to other displays above at each table, turn on Table Local Mode



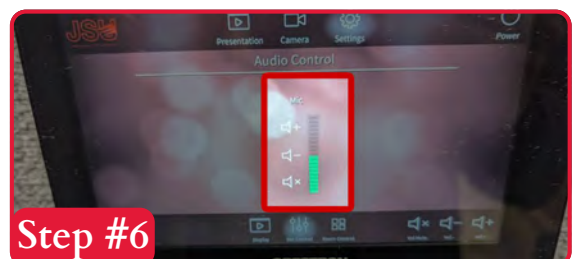
## LOCATE DISPLAY POWER

To turn the display or projector on, please tap “Power On” on the control panel



## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



## ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

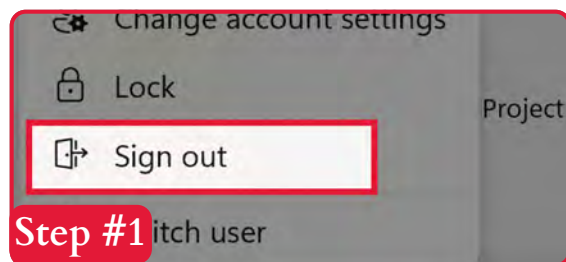




## CAMERA CONTROL

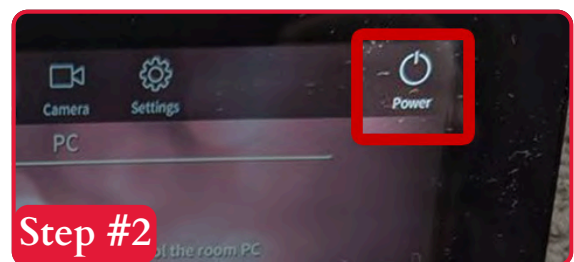
To make any camera adjustment, please use the touch panel.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## MASON HALL

<i>Mason Hall</i>	140	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Mason Hall</i>	160	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Mason Hall</i>	170	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Mason Hall</i>	180	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Mason Hall</i>	270	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>

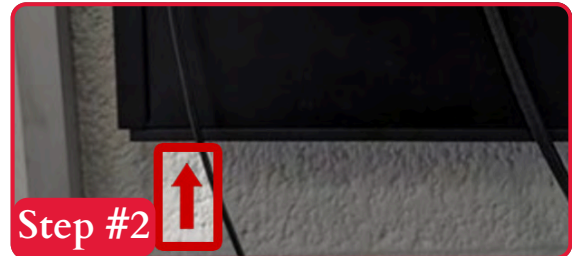
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



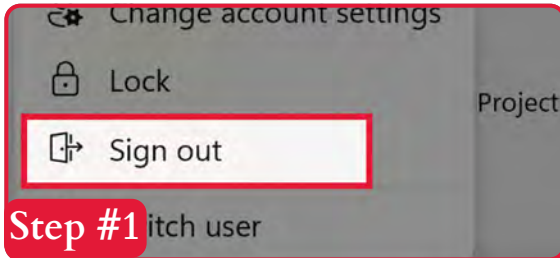
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



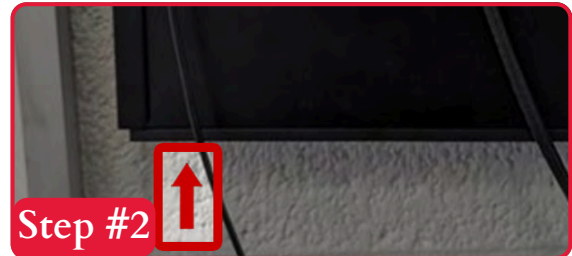


## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

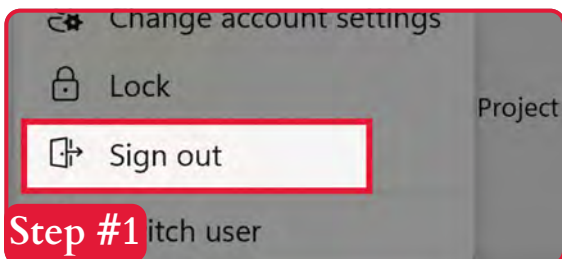


### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”

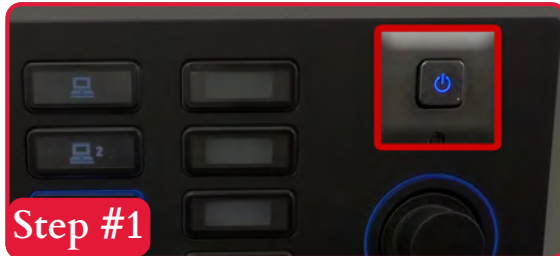


### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the display on, press the “ON” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



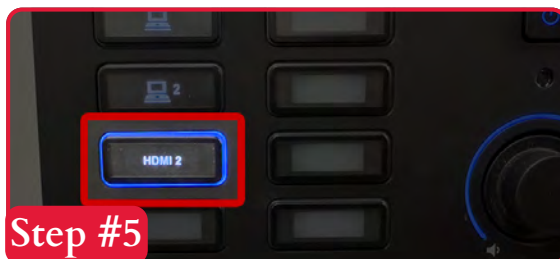
## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



### CONNECT OWN DEVICE

To connect your own device, use the HDMI and press this button to active on the screen.



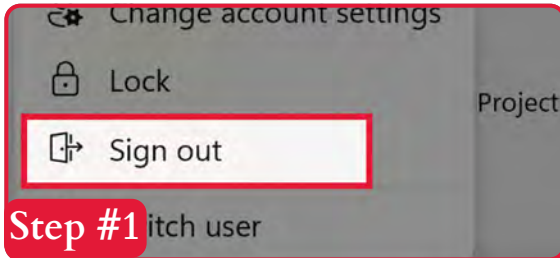
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with the meeting, power down the display.





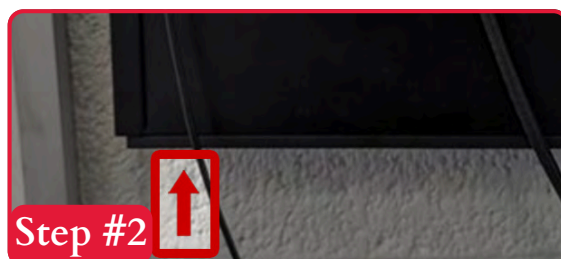
## BEGIN CLASS



**Step #1**

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



**Step #2**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #3**

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



**Step #4**

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



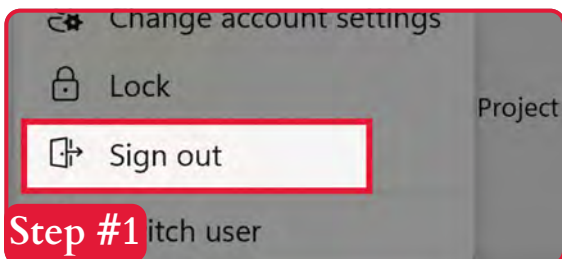
**Step #5**

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



**Step #1**

### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



**Step #2**

### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.

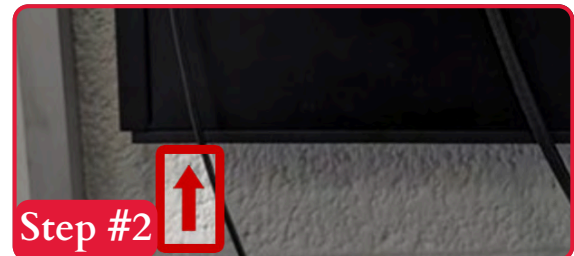


## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

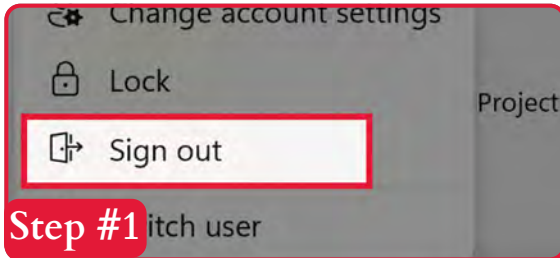


### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.

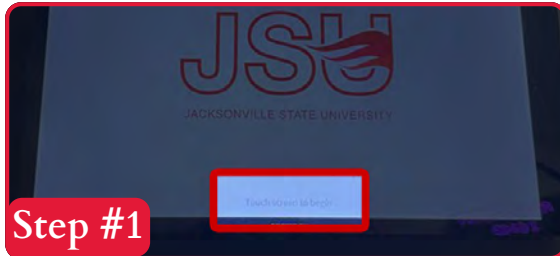




## MERRILL HALL

<i>Merrill Hall</i> 100	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> 105	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> 109	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> 110	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> 115	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> 116	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> 118	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> 200	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> 214	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> 218	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> 300	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> B01	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> B02	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> B15	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
<i>Merrill Hall</i> B18	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>

## BEGIN CLASS



**Step #1**

### LOCATE SYSTEM POWER

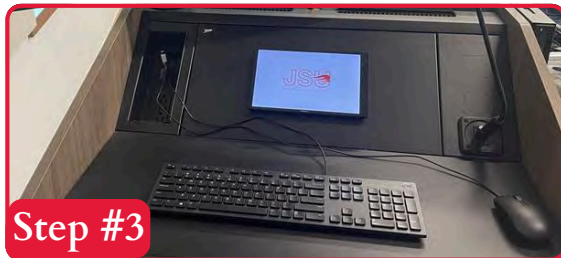
To turn the system & displays on, tap on the control panel.



**Step #2**

### LOCATE COMPUTER POWER

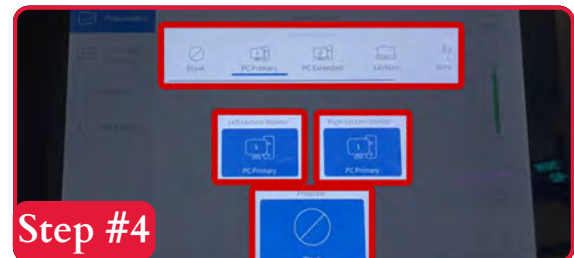
Be sure that the computer is also on and functioning properly.



**Step #3**

## LOG IN AND TEST YOUR PRESENTATION

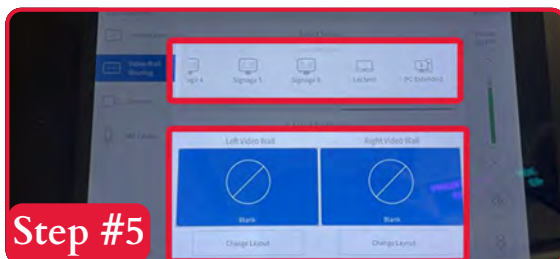
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



**Step #4**

### SELECT VIDEO SOURCE FOR PROJECTOR

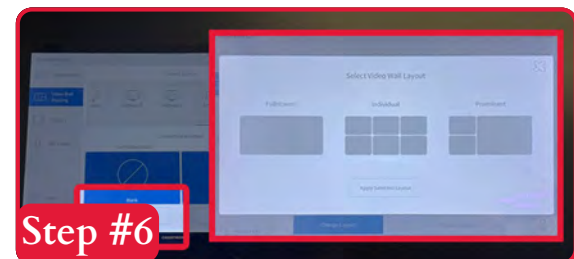
Select video source that will be sent to the projector and lectern.



**Step #5**

### SELECT VIDEO SOURCE FOR VIDEO WALL

Select video source that will be sent to the video wall.



**Step #6**

### SELECT VIDEO LAYOUT

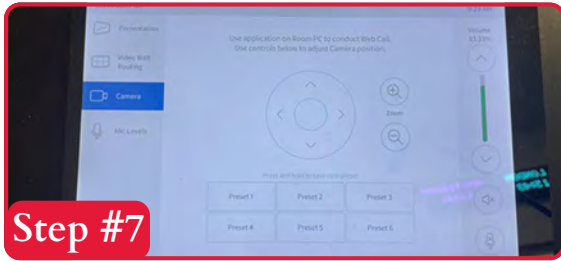
Choose video layout on the wall if needed.



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# “How-to” Classroom Technology

Technology Support  
Merrill Hall 100



**Step #7**

## CAMERA CONTROL

If the camera needs to be adjusted, use these buttons on the control panel.



**Step #8**

## CONNECT YOUR OWN DEVICE

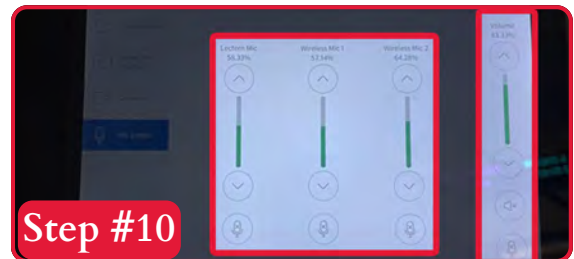
Connect your device with HDMI and select extended source from control panel.



**Step #9**

## MICROPHONE POWER

To turn the microphone on, use the switch illustrated in the image.

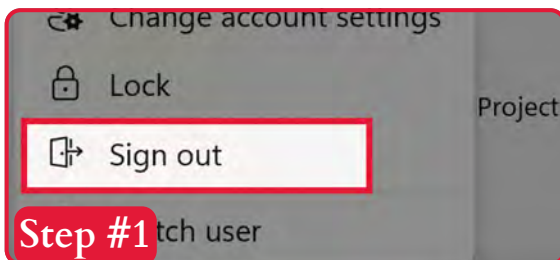


**Step #10**

## ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

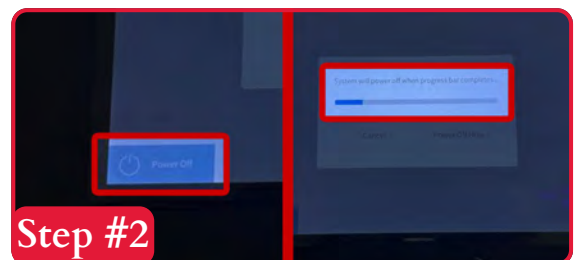
## END CLASS



**Step #1**

## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.



**Step #2**

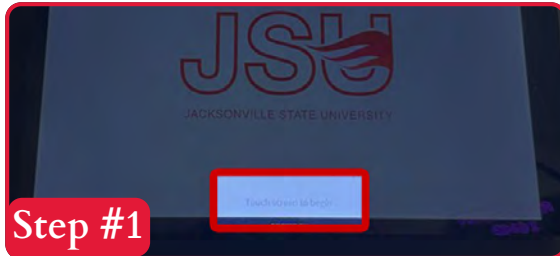
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## BEGIN CLASS



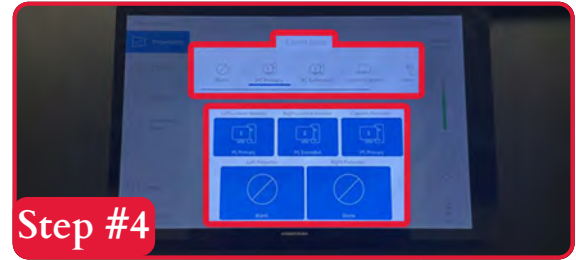
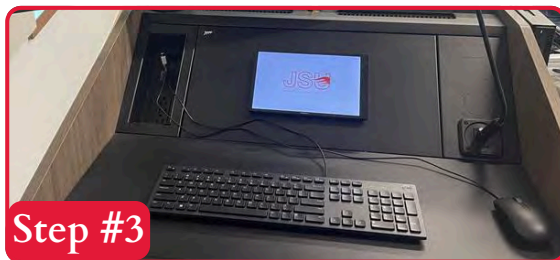
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.

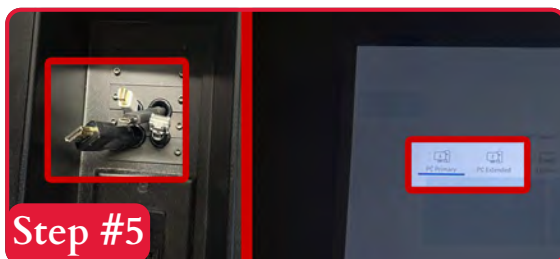


## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

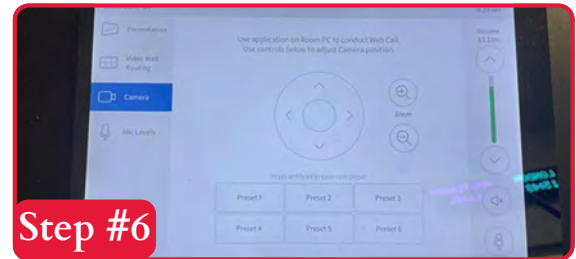
### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.



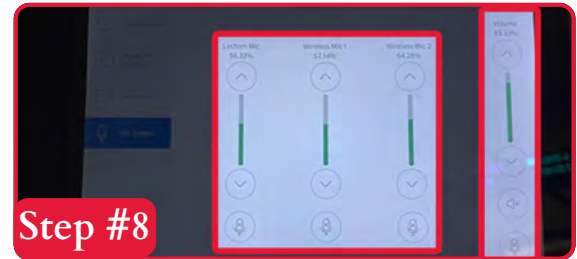
**NEED IT HELP?**  
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## MICROPHONE POWER

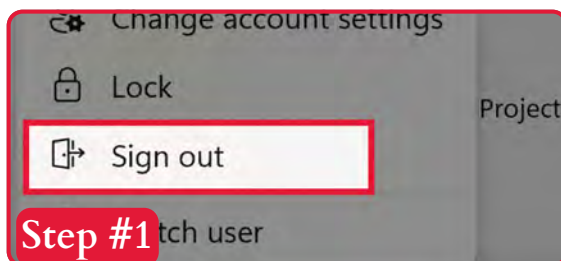
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

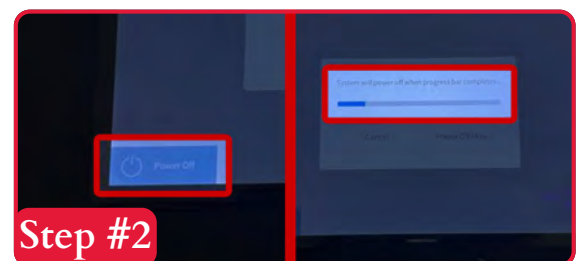
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.

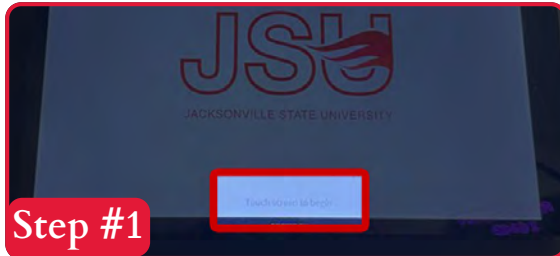


## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



## BEGIN CLASS



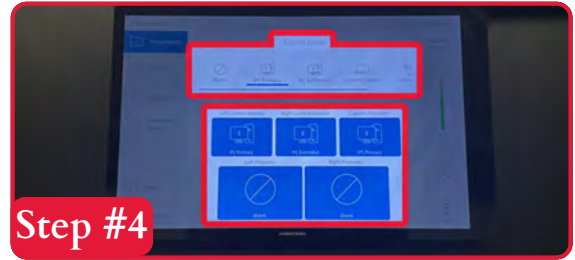
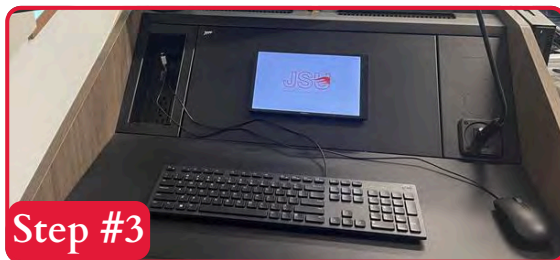
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.

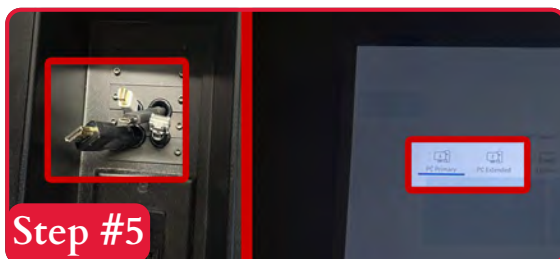


## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

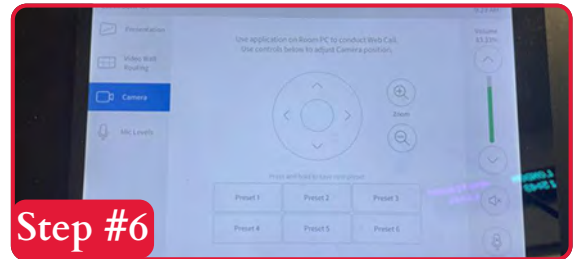
### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.



**NEED IT HELP?**  
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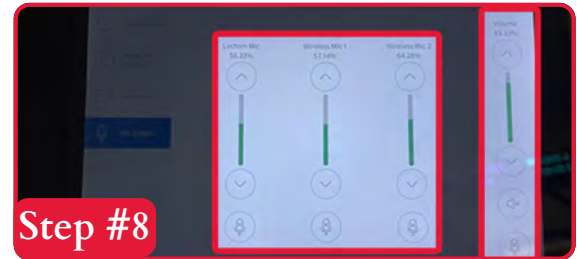
# “How-to” Classroom Technology

Technology Support  
Merrill Hall 109



## MICROPHONE POWER

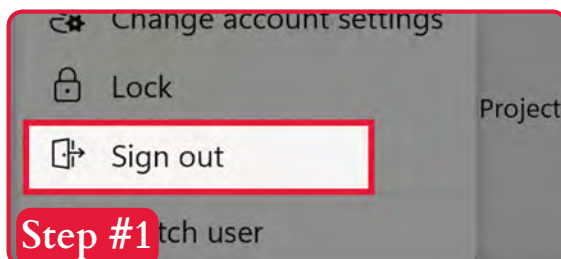
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

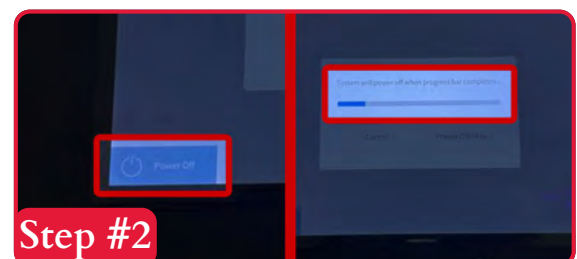
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.



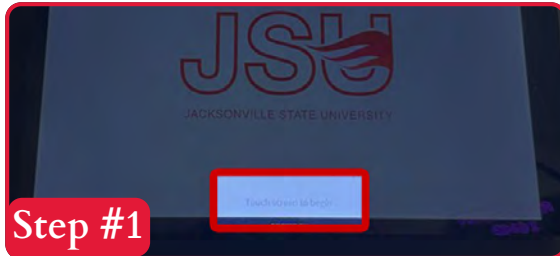
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## BEGIN CLASS



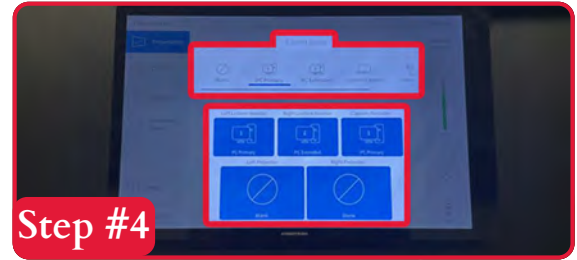
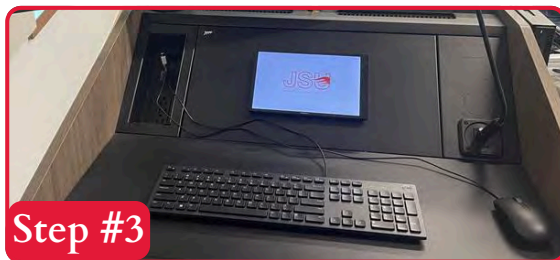
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.

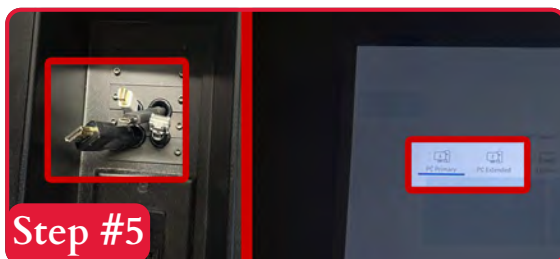


## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

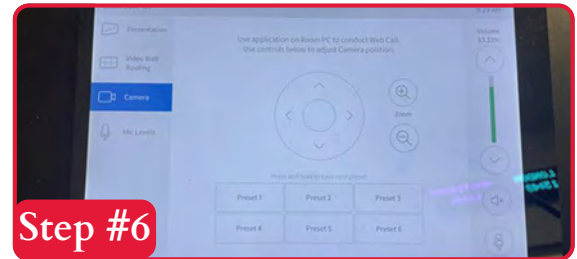
### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.



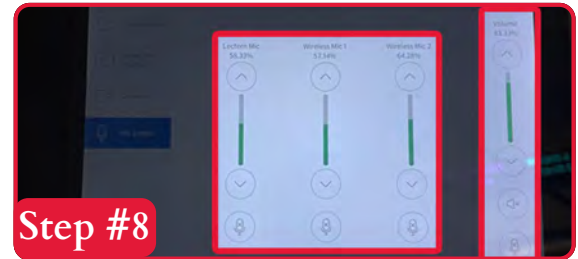
**NEED IT HELP?**  
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## MICROPHONE POWER

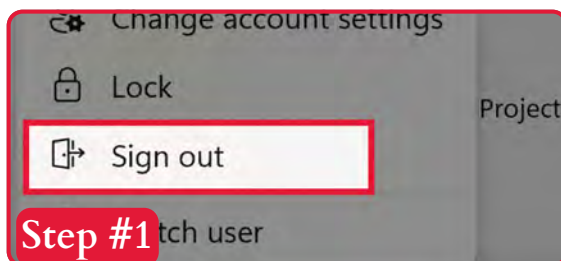
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

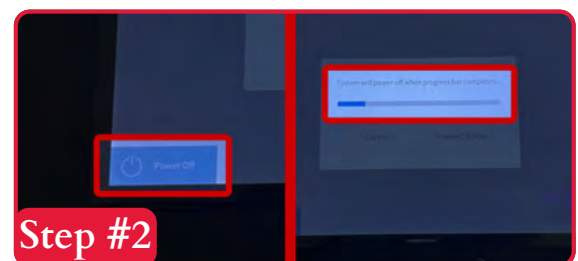
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.

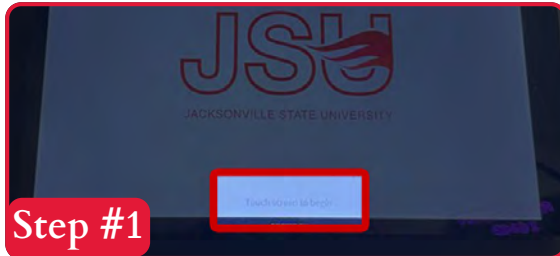


## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



## BEGIN CLASS



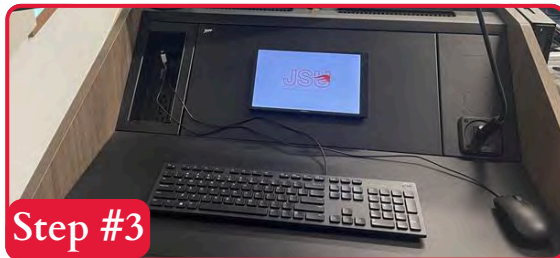
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



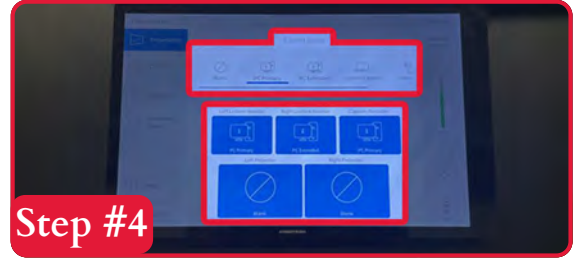
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



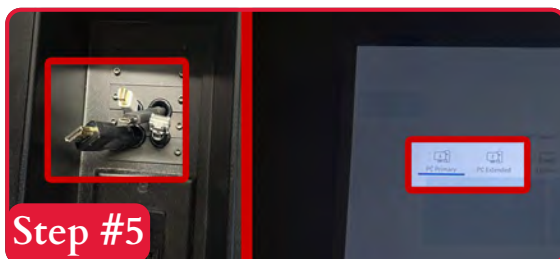
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



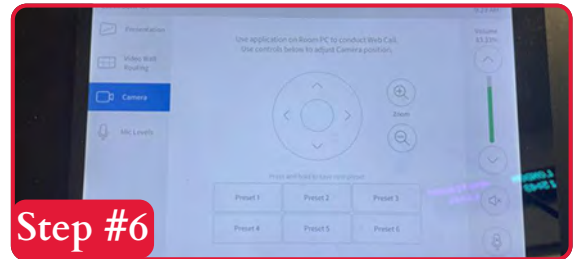
### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.

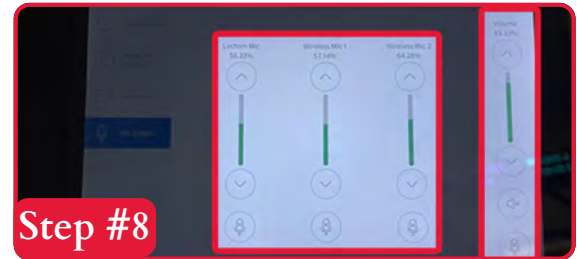


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## MICROPHONE POWER

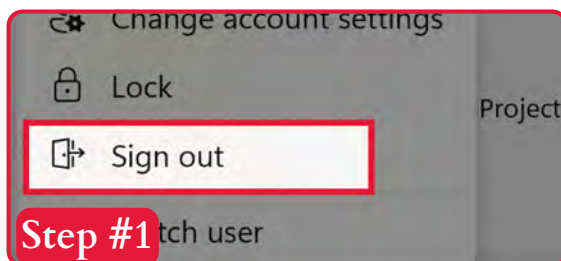
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

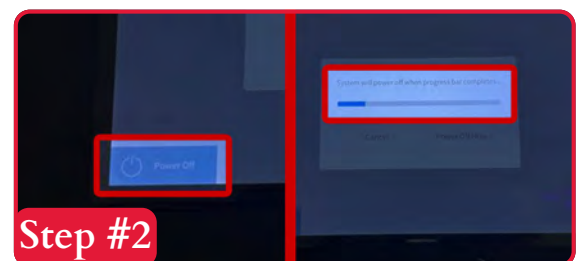
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.



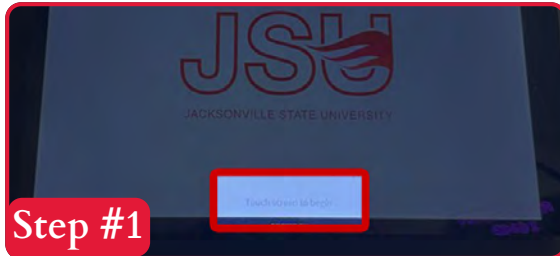
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## BEGIN CLASS



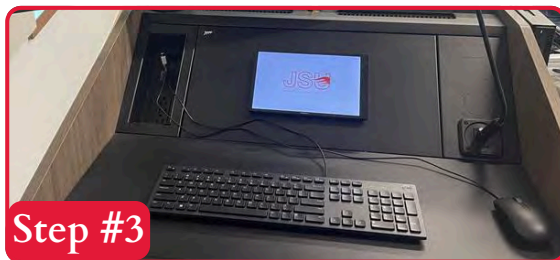
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



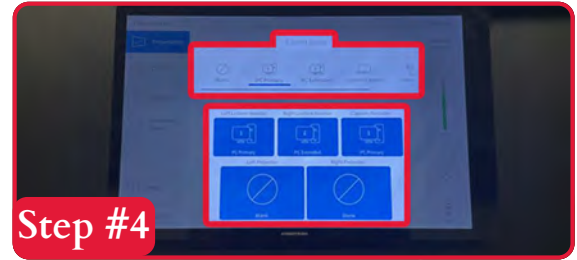
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



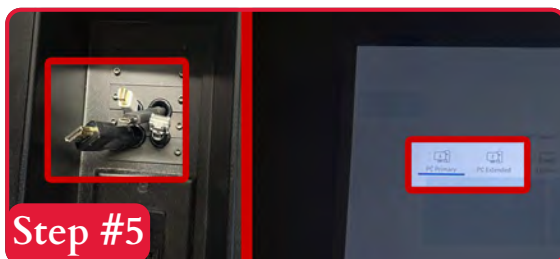
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



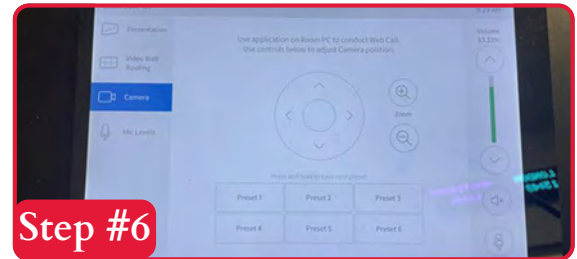
### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.



**NEED IT HELP?**  
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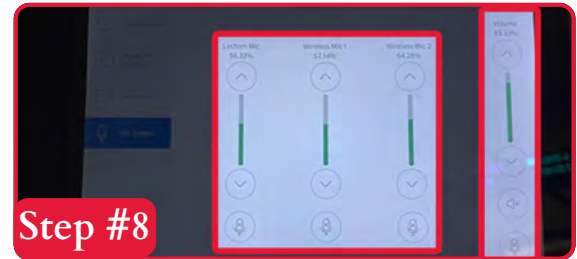
# “How-to” Classroom Technology

Technology Support  
Merrill Hall 116



## MICROPHONE POWER

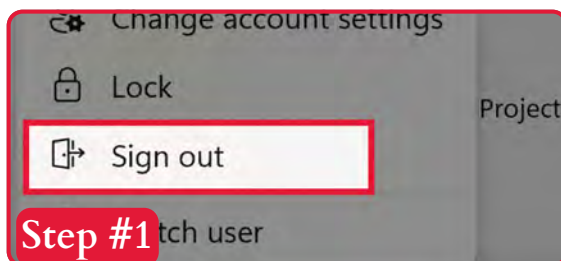
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

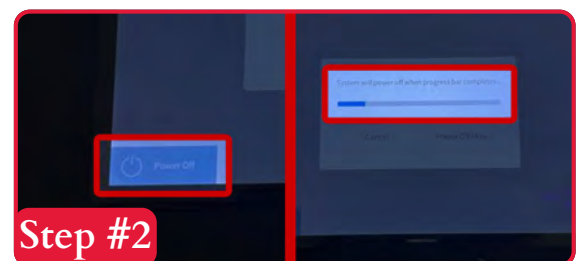
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.



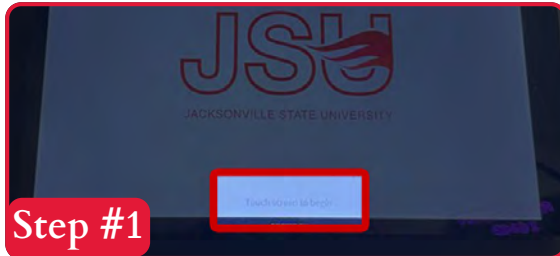
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## BEGIN CLASS



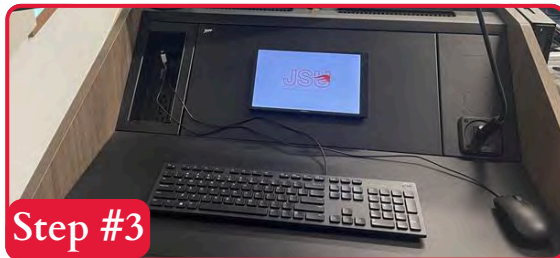
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



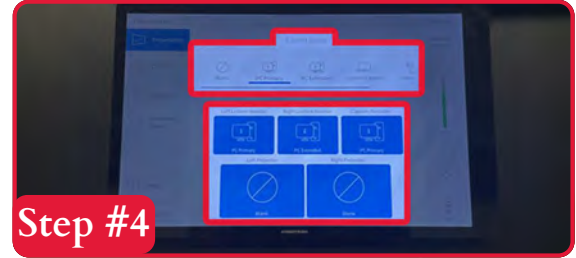
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



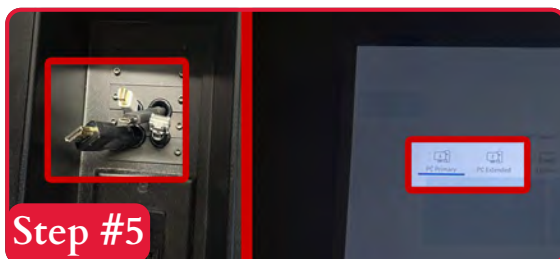
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



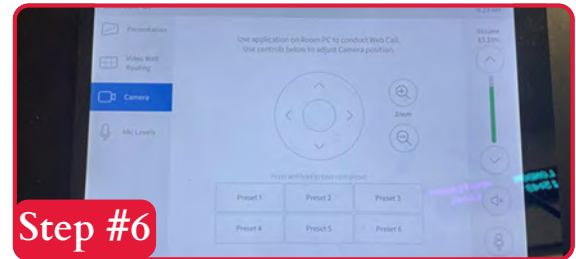
### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.

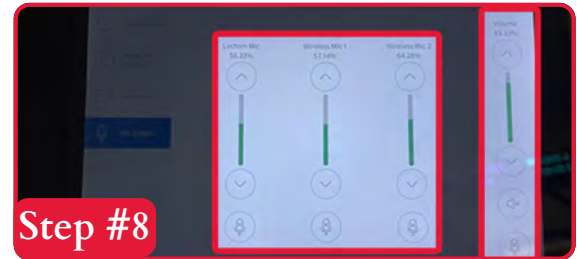


**NEED IT HELP?**  
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## MICROPHONE POWER

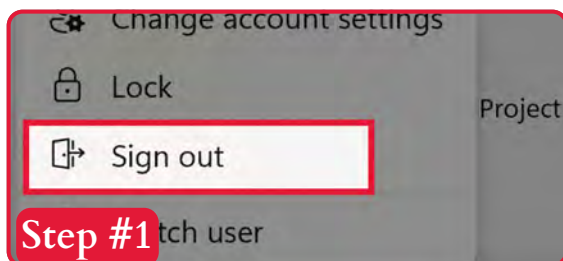
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

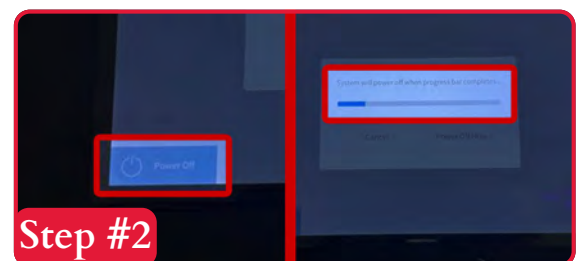
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.

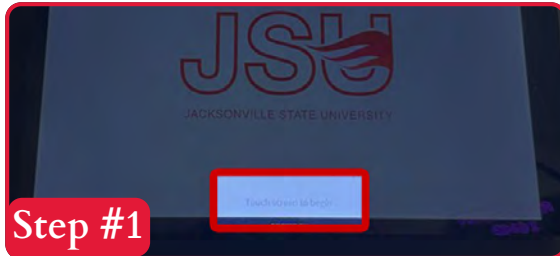


## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



## BEGIN CLASS



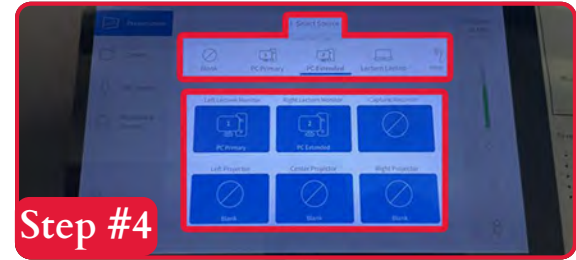
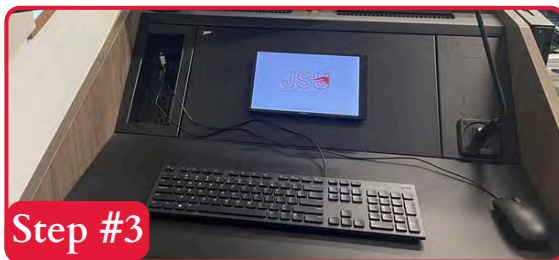
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.

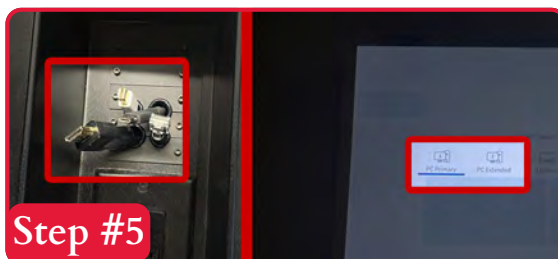


## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

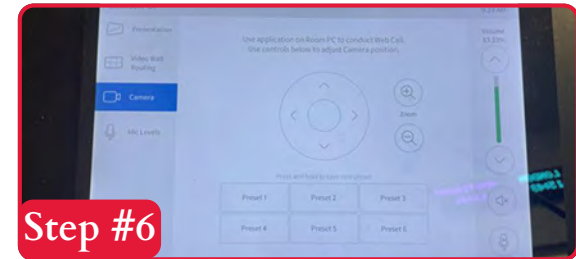
### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.



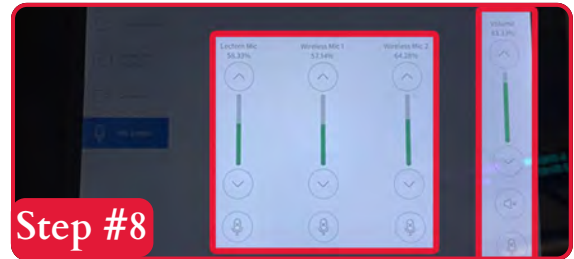
**NEED IT HELP?**  
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## MICROPHONE POWER

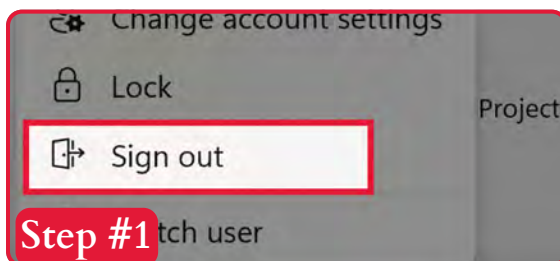
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

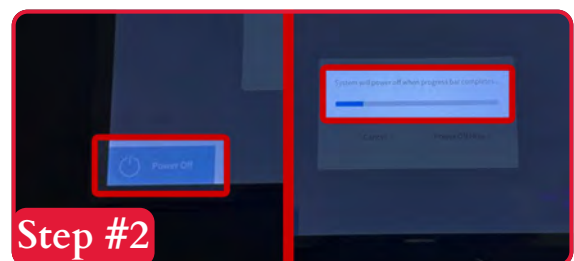
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out”.



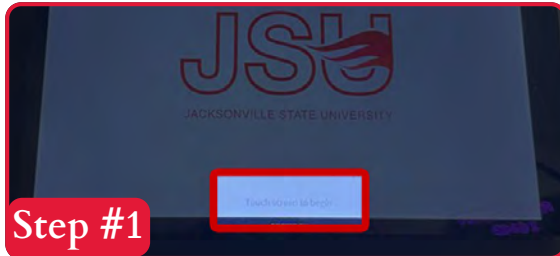
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## BEGIN CLASS



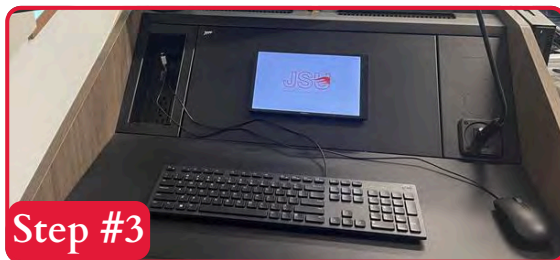
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



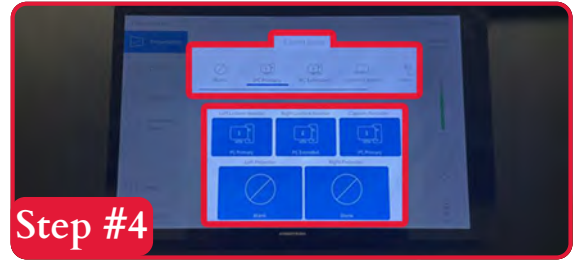
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



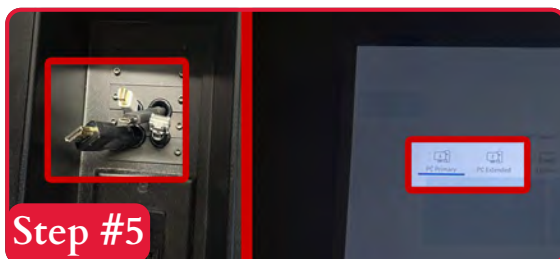
## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



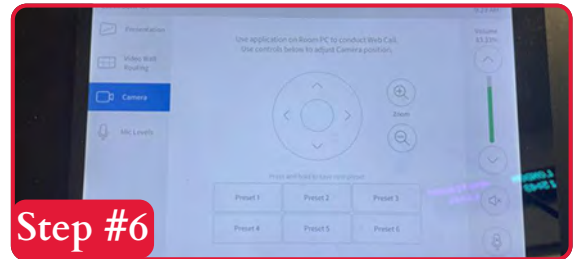
### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.

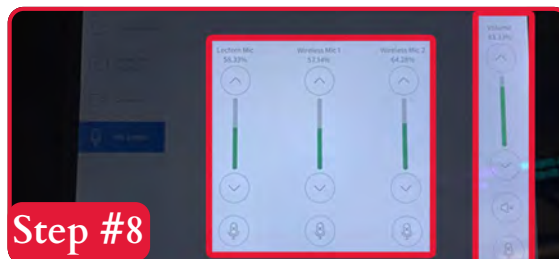


**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)



## MICROPHONE POWER

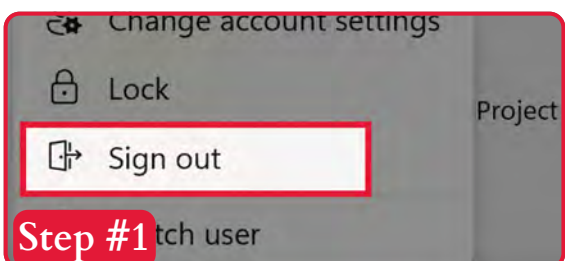
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

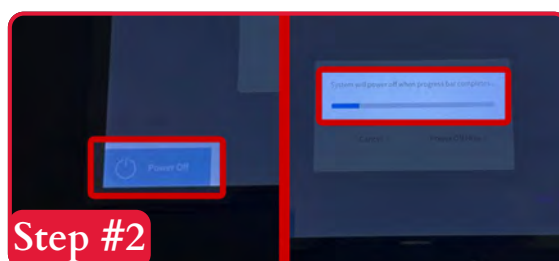
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.

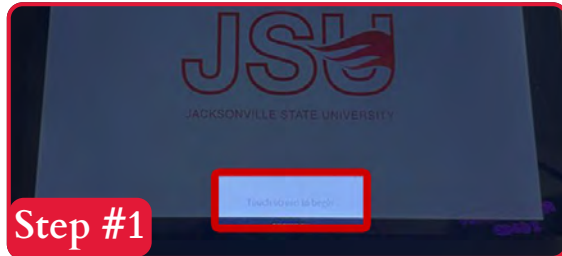


## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



## BEGIN CLASS



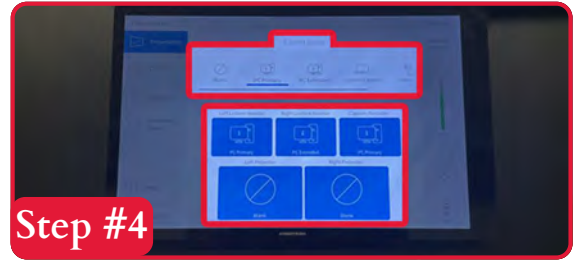
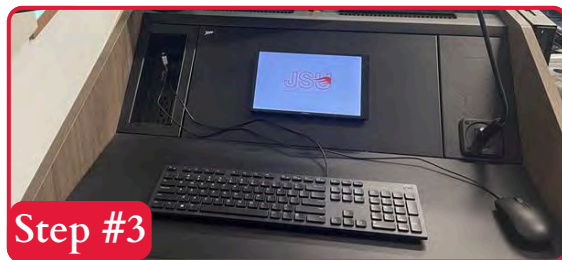
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.

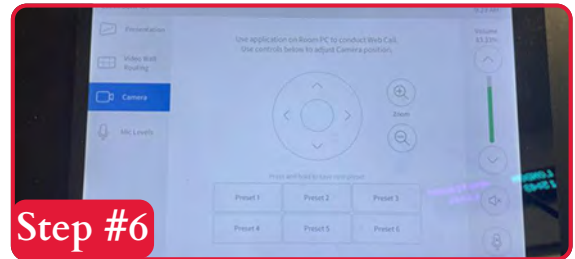
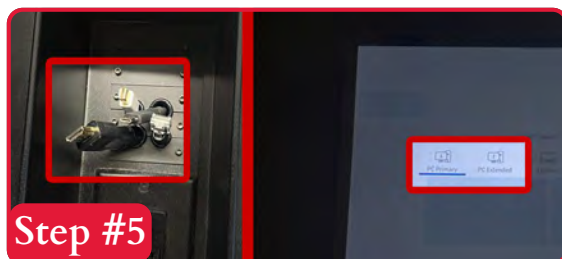


## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.

### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.



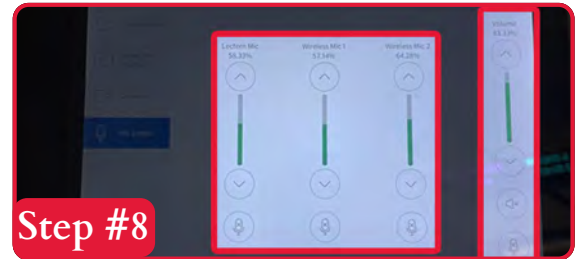
**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**





## MICROPHONE POWER

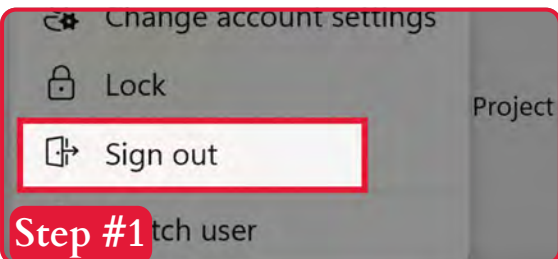
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

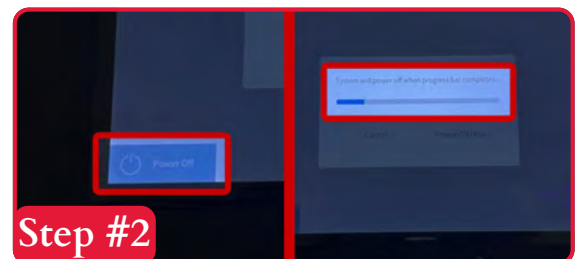
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out”.

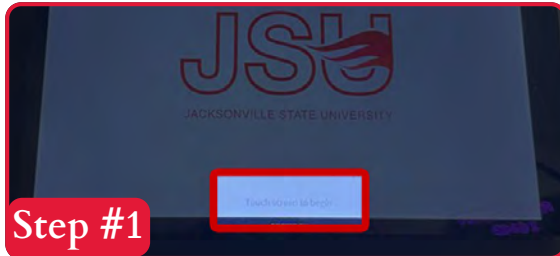


## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



## BEGIN CLASS



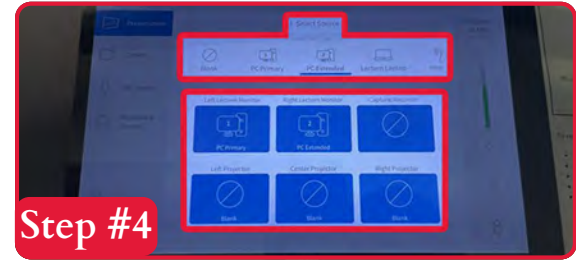
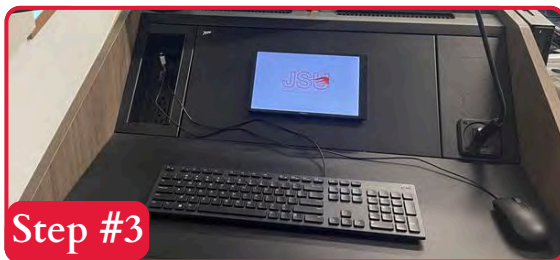
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.

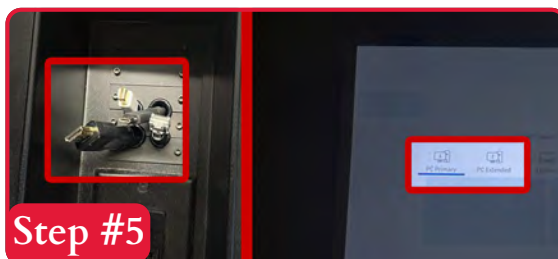


## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

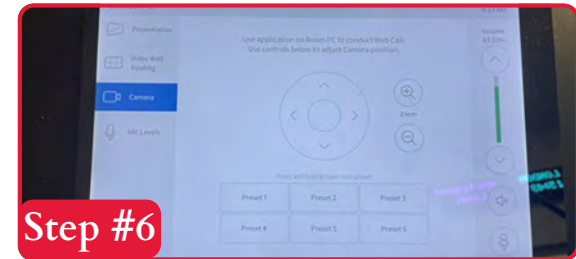
### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.

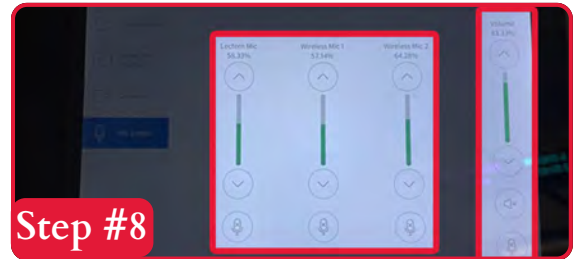


**NEED IT HELP?**  
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## MICROPHONE POWER

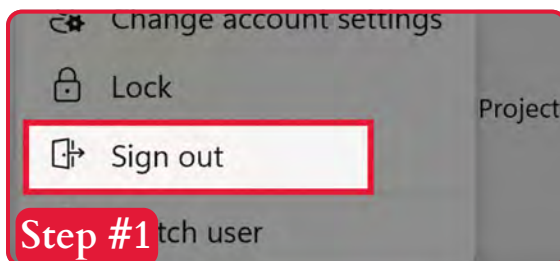
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

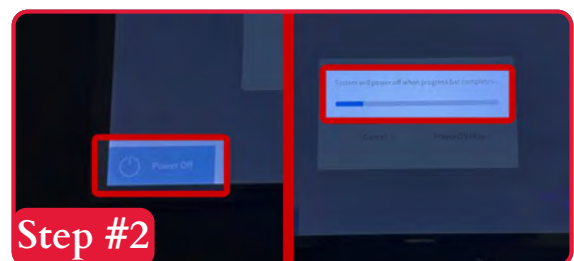
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out”.



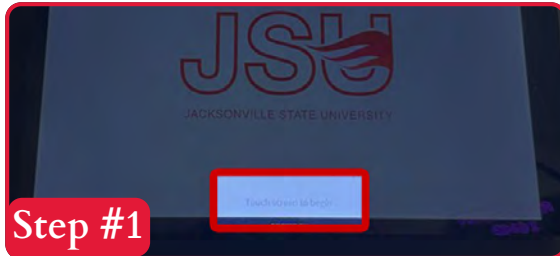
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## BEGIN CLASS



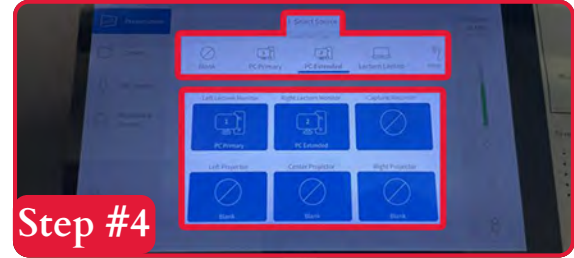
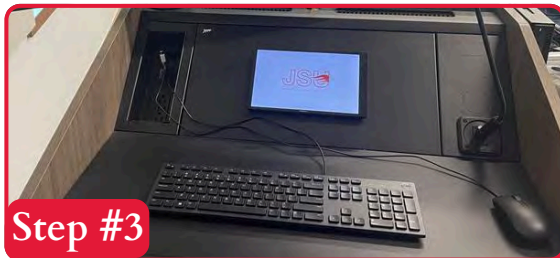
### LOCATE SYSTEM POWER

To turn the system & displays on, tap on the control panel.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.

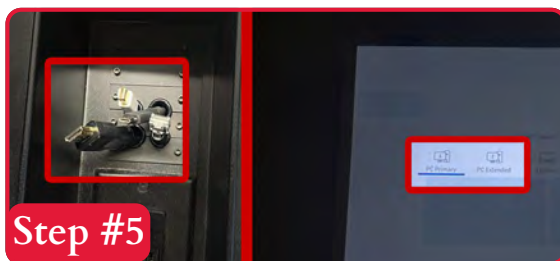


## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

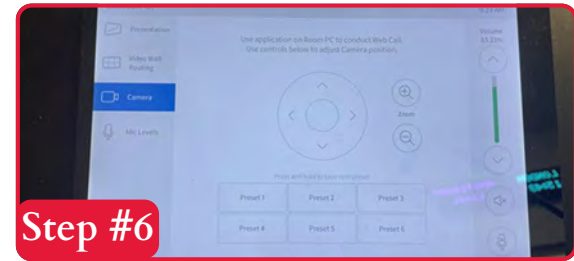
### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.



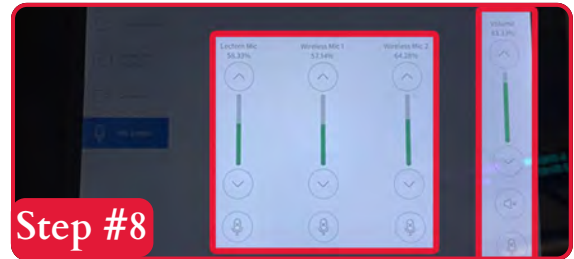
**NEED IT HELP?**  
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## MICROPHONE POWER

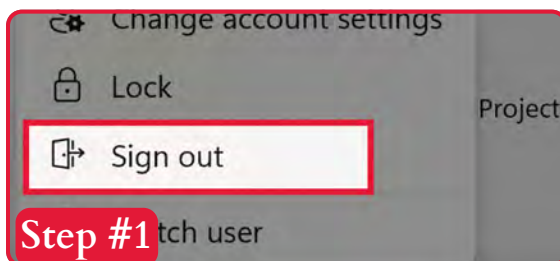
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

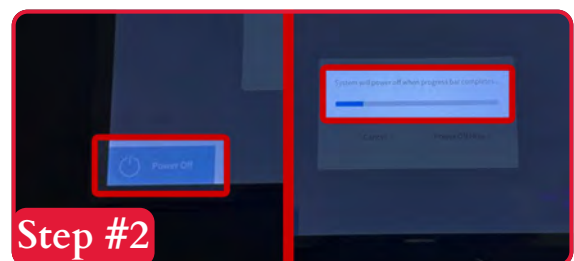
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.



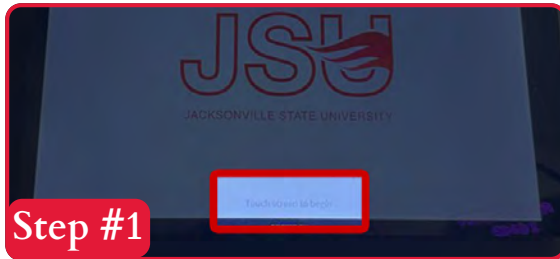
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



**NEED IT HELP?**  
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## BEGIN CLASS



**Step #1**

### LOCATE SYSTEM POWER

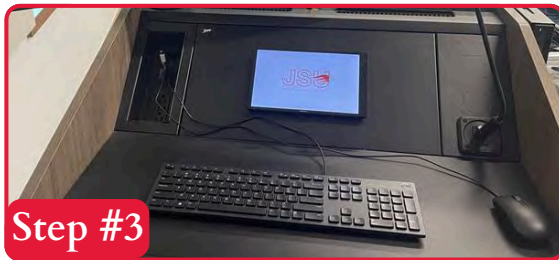
To turn the system & displays on, tap on the control panel.



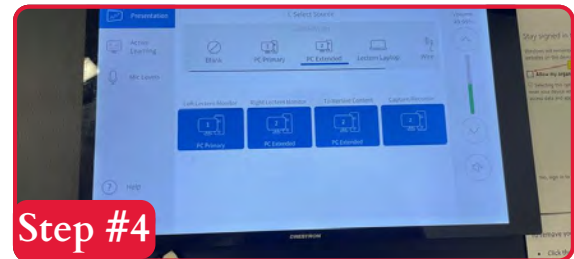
**Step #2**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #3**



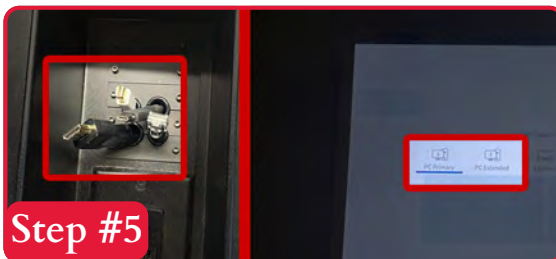
**Step #4**

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



**Step #5**



**Step #6**

### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.

### ACTIVE LEARNING

To view content from other screens, select the appropriate screen and send to the desired location.



**NEED IT HELP?**  
**GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)**

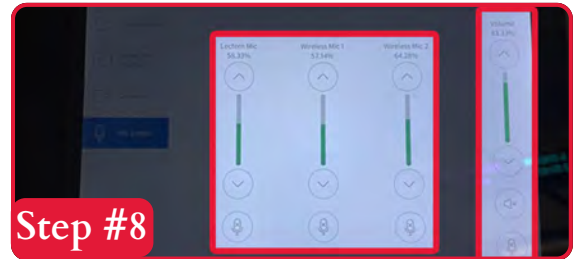
# “How-to” Classroom Technology

Technology Support  
Merrill Hall B02



## MICROPHONE POWER

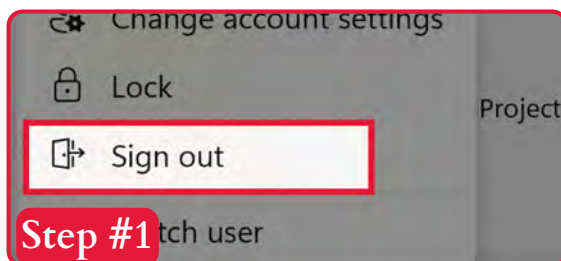
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

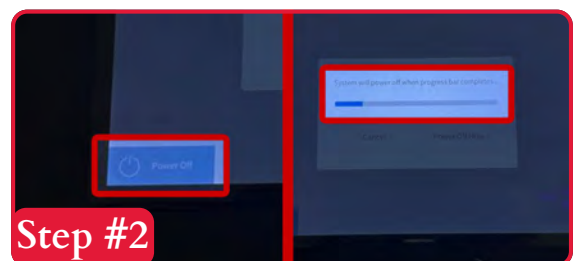
If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.



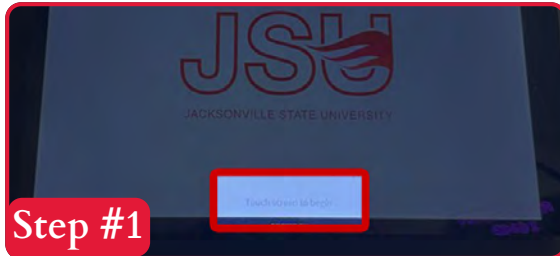
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## BEGIN CLASS



**Step #1**

### LOCATE SYSTEM POWER

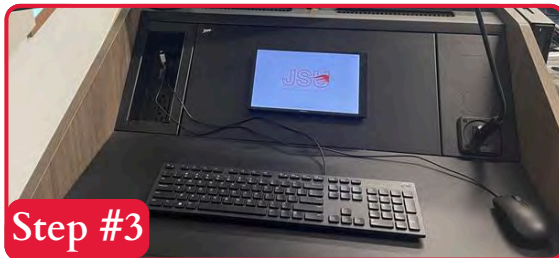
To turn the system & displays on, tap on the control panel.



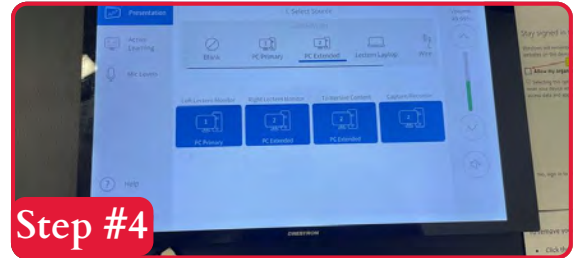
**Step #2**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #3**



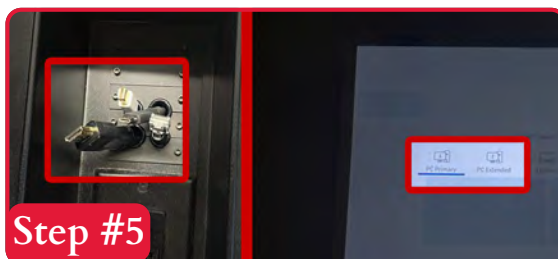
**Step #4**

## LOG IN AND TEST YOUR PRESENTATION

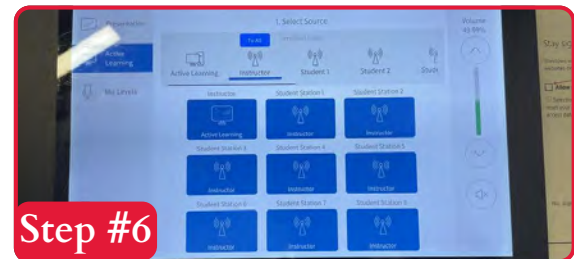
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

### SELECT VIDEO SOURCE

Select video source of presentation by tapping on control panel.



**Step #5**



**Step #6**

### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.

### ACTIVE LEARNING

To view content from other screens, select the appropriate screen and send to the desired location.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)



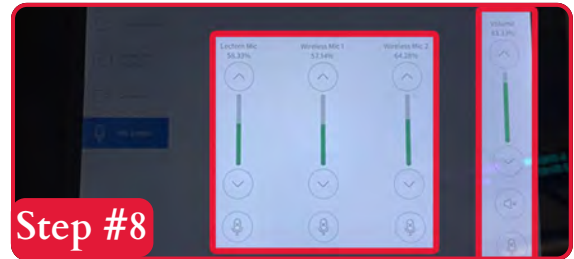
# “How-to” Classroom Technology

Technology Support  
Merrill Hall B15



## MICROPHONE POWER

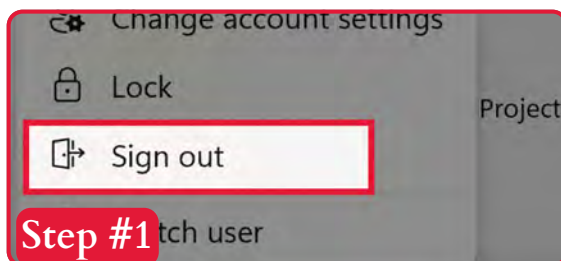
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

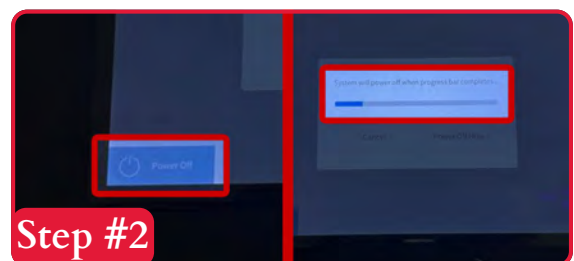
If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out”.



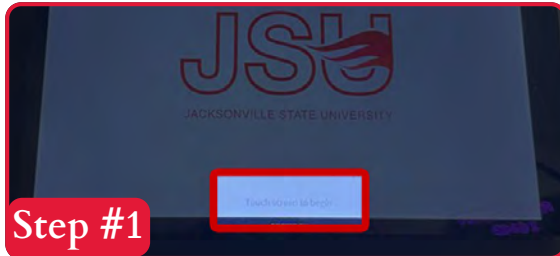
## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## BEGIN CLASS



**Step #1**

### LOCATE SYSTEM POWER

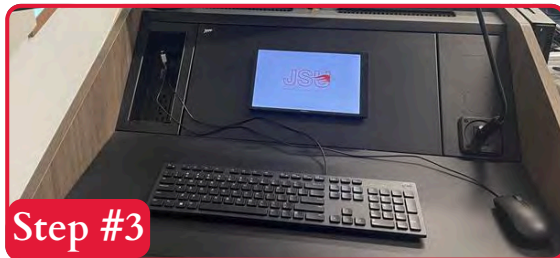
To turn the system & displays on, tap on the control panel.



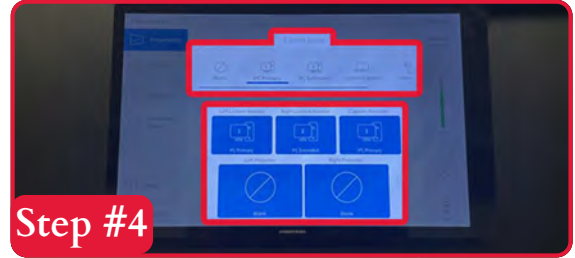
**Step #2**

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



**Step #3**



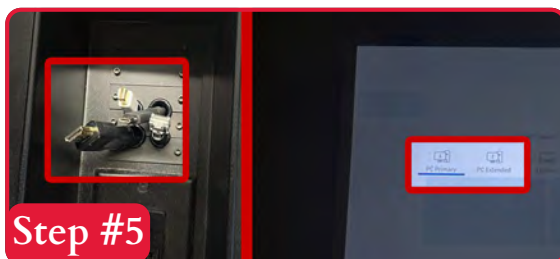
**Step #4**

## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.

### SELECT VIDEO SOURCE

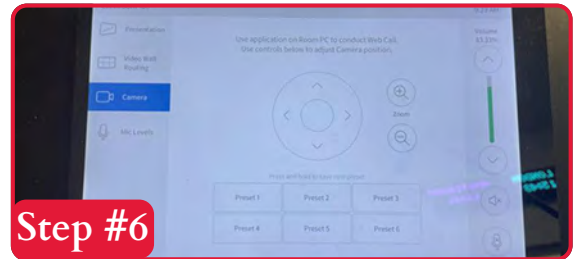
Select video source of presentation by tapping on control panel.



**Step #5**

### CONNECT YOUR OWN DEVICE

Connect your device with HDMI and select extended source from control panel.



**Step #6**

### CAMERA CONTROL

If the camera needs to be adjusted, use these buttons to control the camera.

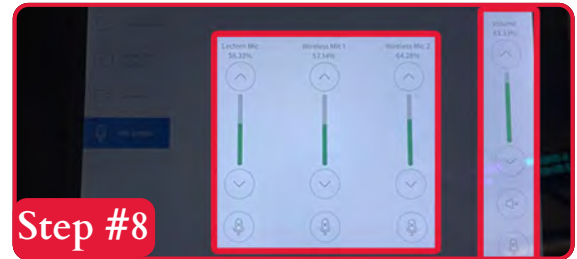


**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)



## MICROPHONE POWER

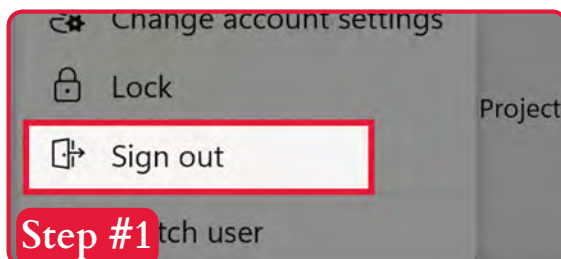
To turn the microphone on, use the switch illustrated in the image.



## ADJUST VOLUME

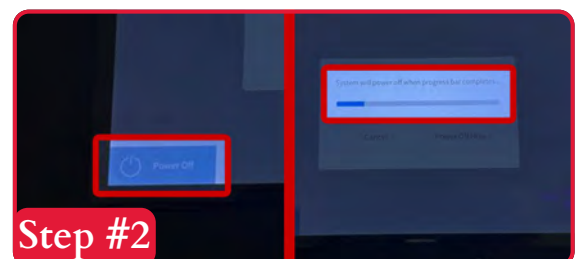
If the volume needs to be adjusted, press the volume buttons to accommodate your preference. To get sound from the computer, be sure the video is on the left Screen.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out”.



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the system and microphone.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## RAMONA WOOD

<i>Ramona Wood</i>	118	—	—	—	—	—	—	—	—	→	GO >
<i>Ramona Wood</i>	120	—	—	—	—	—	—	—	—	→	GO >
<i>Ramona Wood</i>	133	—	—	—	—	—	—	—	—	→	GO >
<i>Ramona Wood</i>	202	—	—	—	—	—	—	—	—	→	GO >
<i>Ramona Wood</i>	203	—	—	—	—	—	—	—	—	→	GO >
<i>Ramona Wood</i>	212	—	—	—	—	—	—	—	—	→	GO >
<i>Ramona Wood</i>	229	—	—	—	—	—	—	—	—	→	GO >



## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the system on, press the “Power” button on the remote control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen. Switcher is under instructor's table.



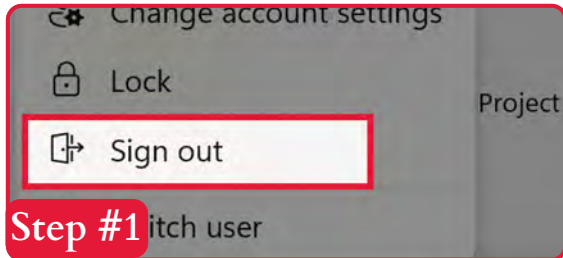
### CONNECT OWN DEVICE

To connect your own device, please use this HDMI cable.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the system on, press the “Power” button on the remote control.



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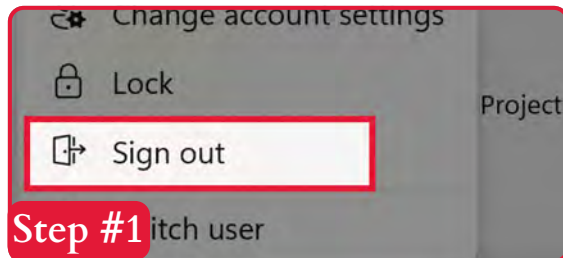
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## END CLASS



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## BEGIN CLASS



### LOCATE DISPLAY POWER

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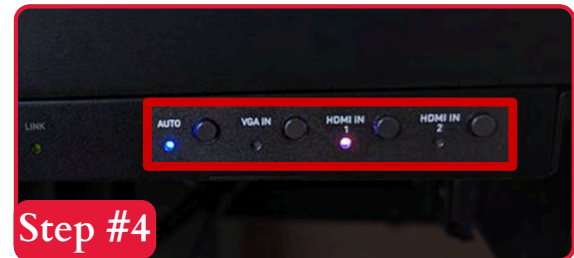
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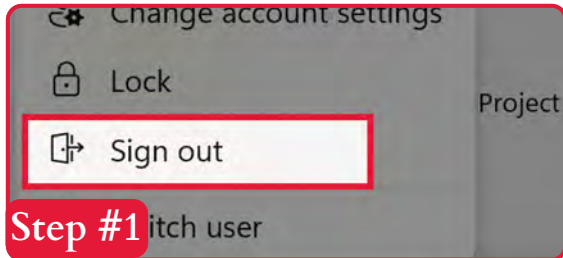
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## BEGIN CLASS



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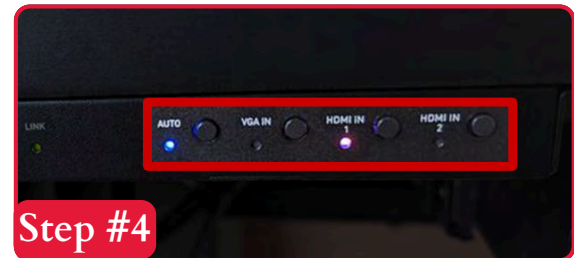
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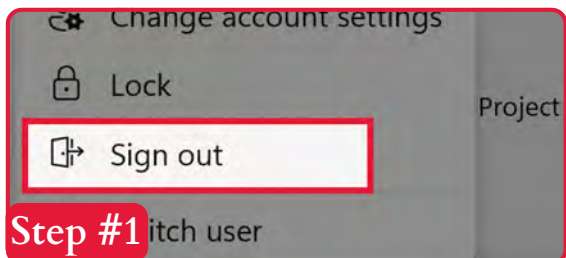
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## END CLASS



### SIGN OUT OF THE COMPUTER

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### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.





## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the system on, press the “Power” button on the remote control.



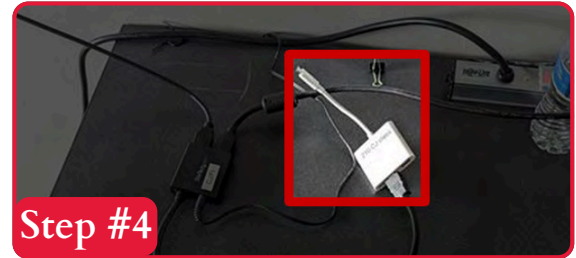
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### CONNECT OWN DEVICE

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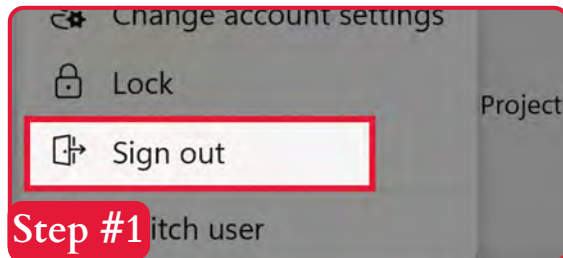
### ADJUST VOLUME

If the volume needs to be adjusted, press the volume buttons on the remote to accommodate your preference.



**NEED IT HELP?**  
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## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”

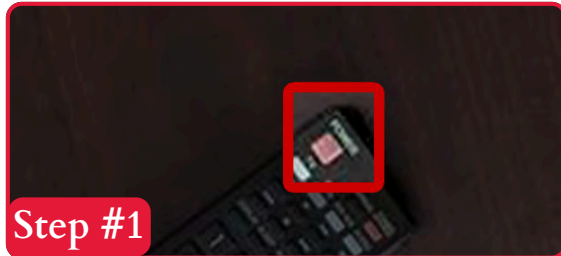


### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display.



## BEGIN CLASS



### LOCATE DISPLAY POWER

To turn the system on, press the “Power” button on the TV or remote control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### CONNECT OWN DEVICE

To connect your own device, please use this HDMI cable.



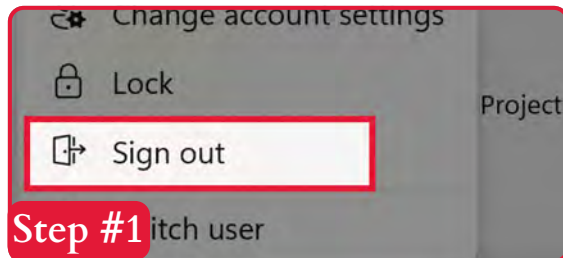
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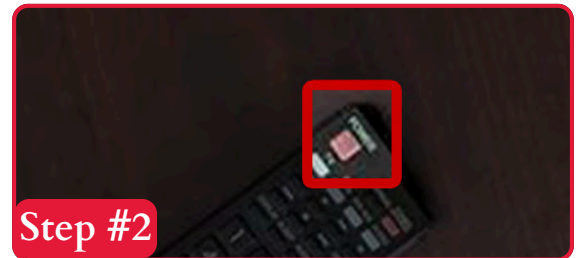
**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

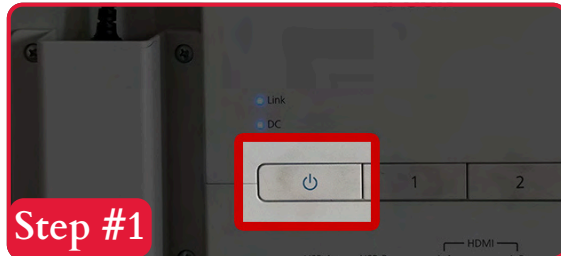
Once you are through with your meeting, be sure to log out of the computer and power down the display.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

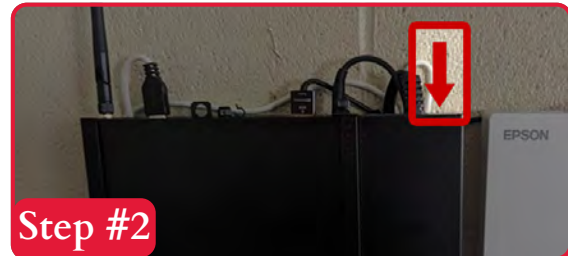


## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



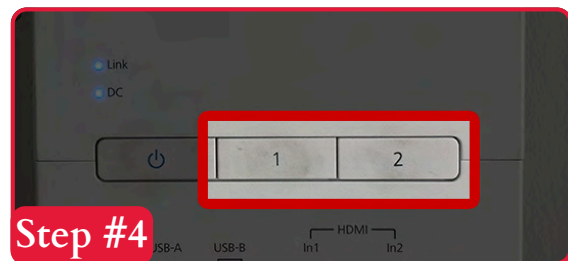
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



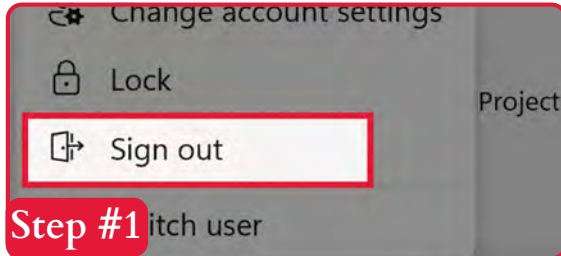
### CONNECT OWN DEVICE

To connect your own device, please use this HDMI cable.



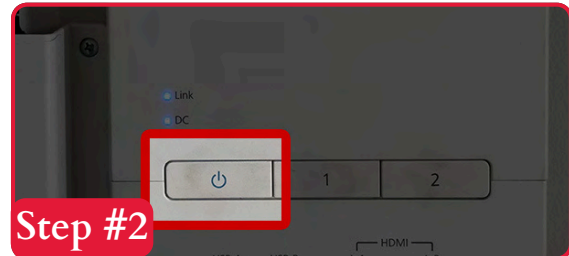
**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



# “How-to” Classroom Technology

Technology Support  
Roundhouse

## BEGIN CLASS



### LOCATE PROJECTOR POWER

To turn the projector on, press the “Start System” button on the wall control panel.



### LOCATE DISPLAY POWER

To turn the displays on, press the “Power” button on the remote control.



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### LOG IN TO YOUR PRESENTATION

Be sure that the computer is also on and functioning properly.



### CONNECT OWN DEVICE

To connect your own device, please use this HDMI cable.



### CONNECT MICROPHONE

To use, hold the power button until lights turns on.



**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**

# “How-to” Classroom Technology

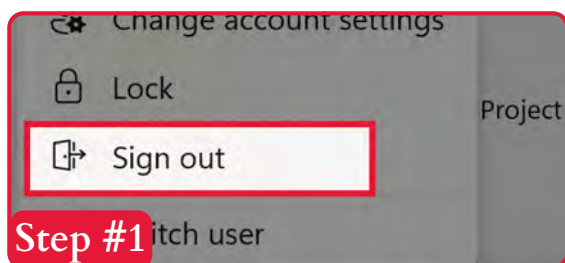
Technology Support  
Roundhouse



## ADJUST AUDIO SYSTEM

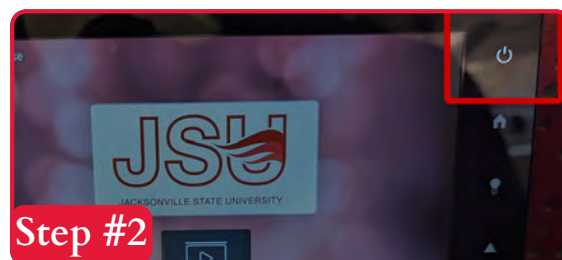
If the volume needs to be adjusted, press the volume buttons to accommodate your preference.

## END CLASS



## SIGN OUT OF THE COMPUTER

To turn the projector on, press the “ON” button on the wall control.



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## POWER DOWN

Use the remote to power down for display.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

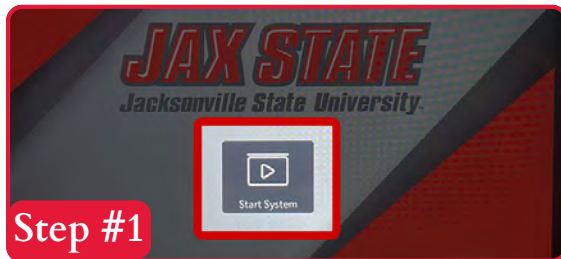




SOUTH COMPLEX

South Complex	1601	—	—	—	—	—	—	—	—	→	GO >
South Complex	1602	—	—	—	—	—	—	—	—	→	GO >
South Complex	1603	—	—	—	—	—	—	—	—	→	GO >
South Complex	1901	—	—	—	—	—	—	—	—	→	GO >

## BEGIN CLASS



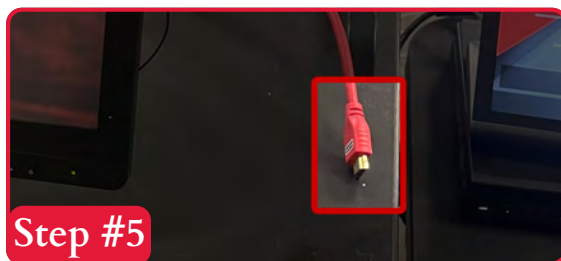
### LOCATE SYSTEM CONTROL PANEL

To turn the system, display or projector on, press “Start System” in the control panel.



### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



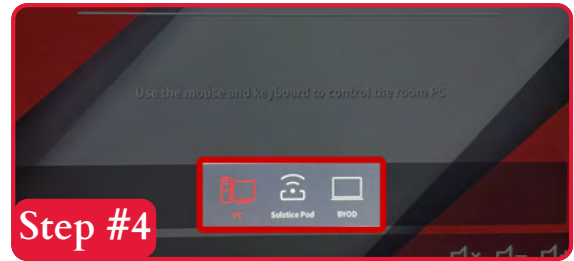
### CONNECT OWN DEVICE

To connect your own device please use HDMI cable



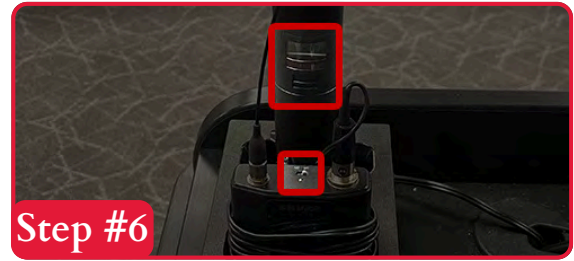
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.

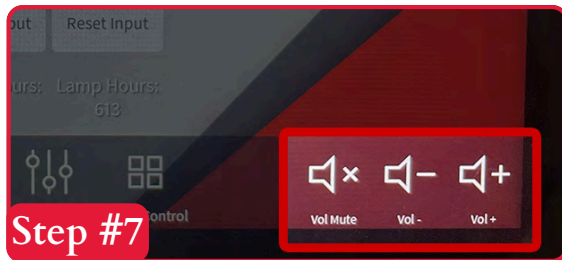


### CONNECT MICROPHONE

To use, hold the power button until lights turns on.

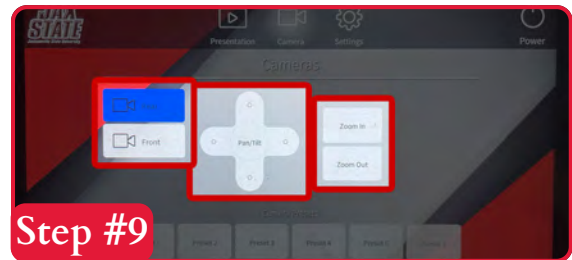


**NEED IT HELP?**  
GO TO **WWW.JSU.EDU/IT**



## AUDIO ADJUSTMENT

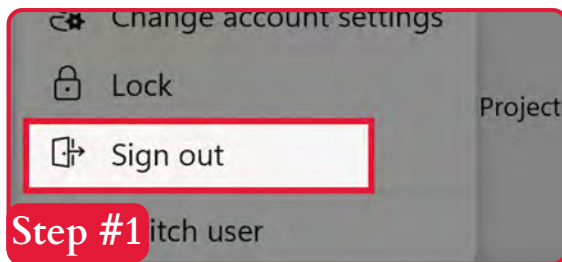
If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



## CAMERA CONTROL

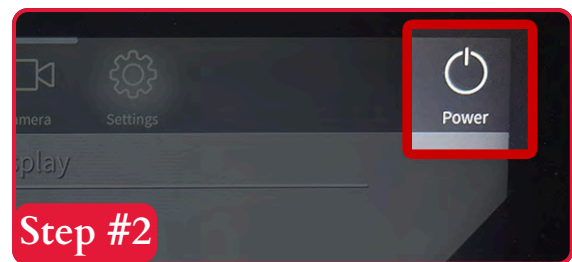
To make any camera adjustment, please use the touch panel.

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”

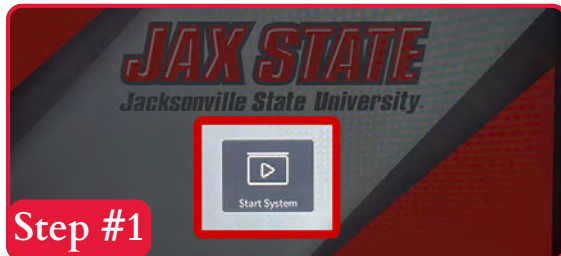


## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



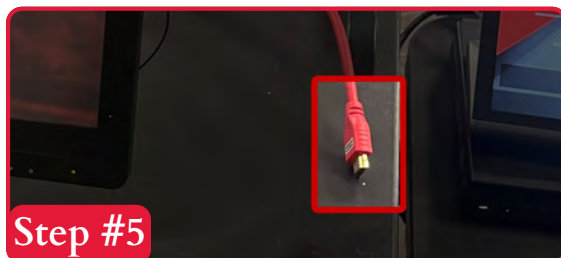
### LOCATE SYSTEM CONTROL PANEL

To turn the system, display or projector on, press “Start System” in the control panel.



### LOG IN AND TEST YOUR PRESENTATION

Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



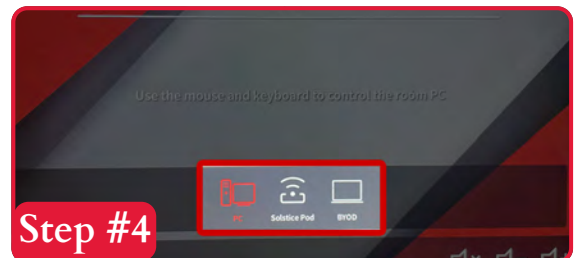
### CONNECT OWN DEVICE

To connect your own device please use HDMI cable



### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



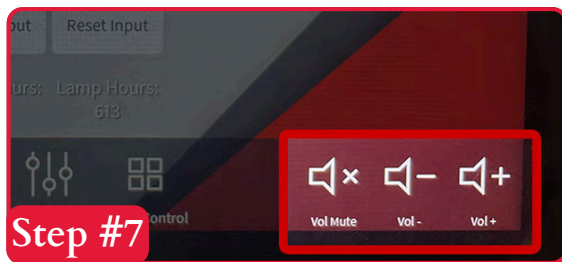
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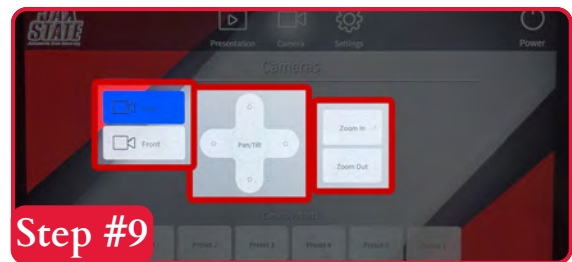
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## AUDIO ADJUSTMENT

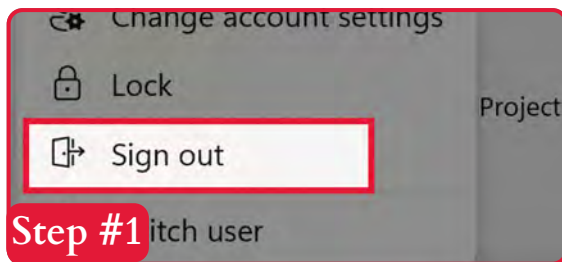
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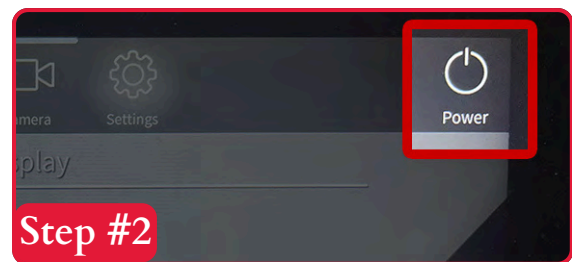
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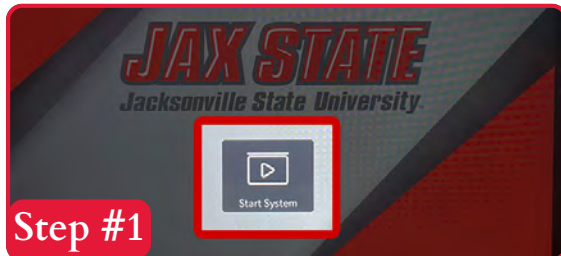


## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



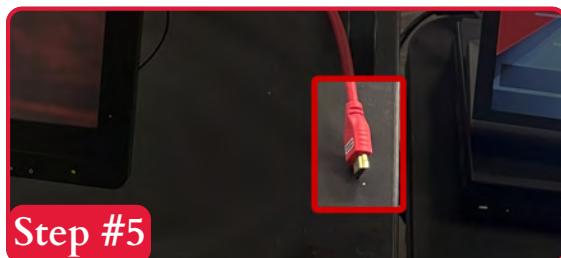
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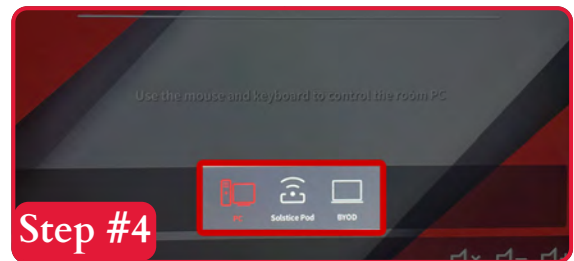
### CONNECT OWN DEVICE

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### LOCATE COMPUTER POWER

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### SELECT YOUR VIDEO SOURCE

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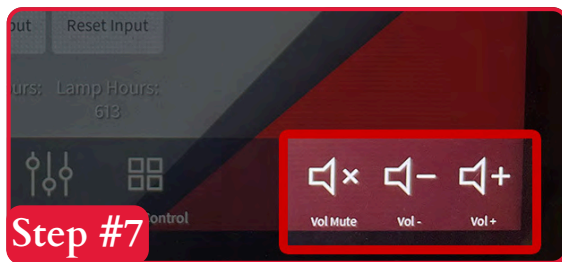


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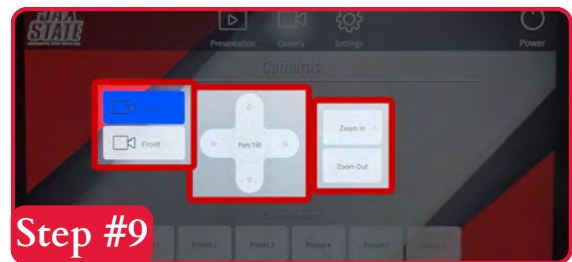


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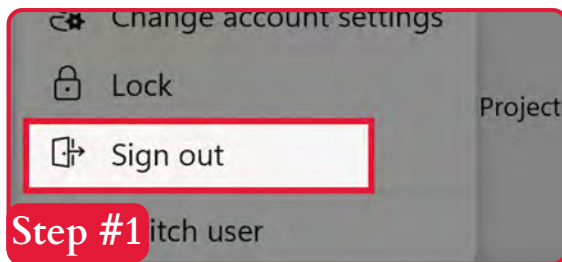
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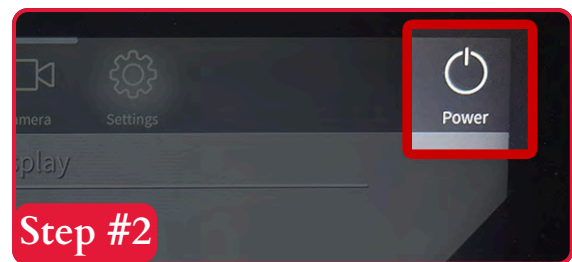
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## END CLASS



## SIGN OUT OF THE COMPUTER

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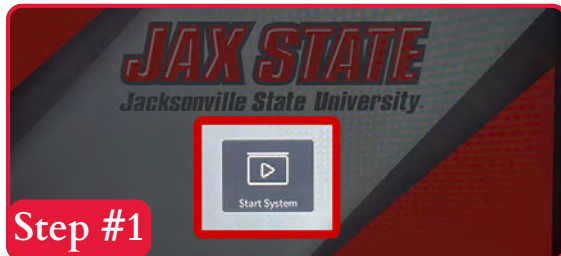


## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## BEGIN CLASS



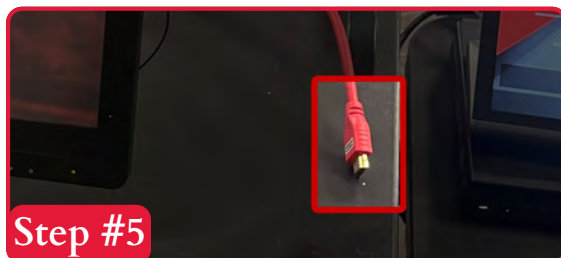
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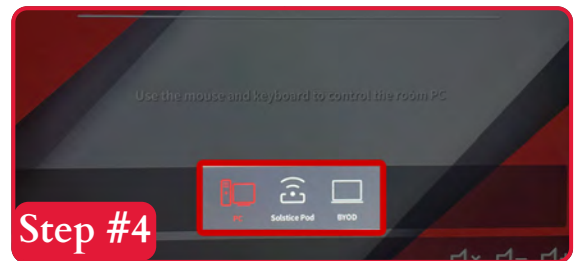
### CONNECT OWN DEVICE

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### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



### SELECT YOUR VIDEO SOURCE

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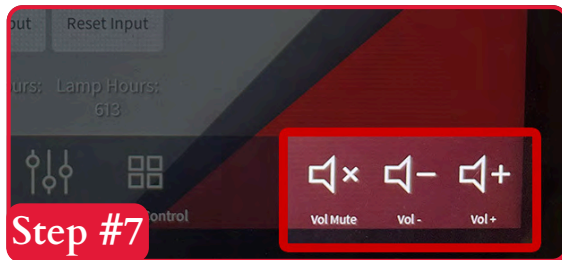
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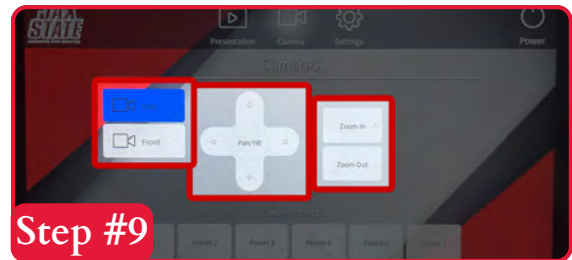
**NEED IT HELP?**  
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## AUDIO ADJUSTMENT

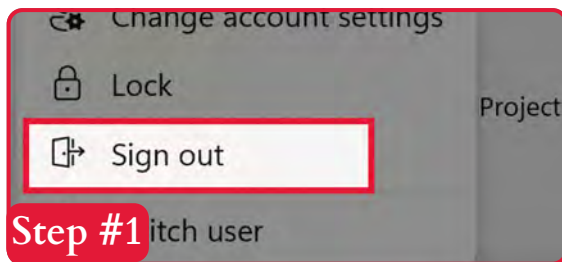
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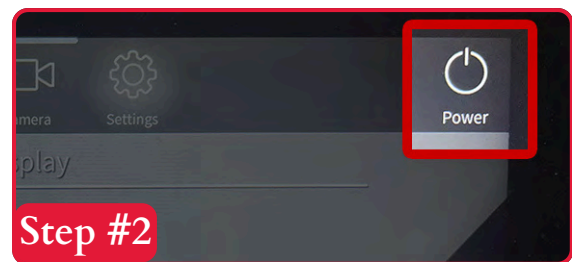
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## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



## STONE CENTER

Stone Center 124	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 125	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 126	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 127	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 129	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 229	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 231	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 232	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 233	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 234	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 320	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 325	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 327	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 328	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 329	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 330	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 331	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 334	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>
Stone Center 336	—	—	—	—	—	—	—	—	—	→	<a href="#">GO &gt;</a>

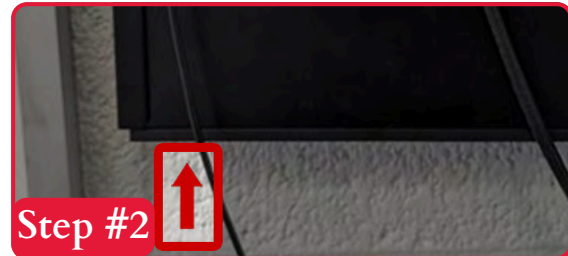
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



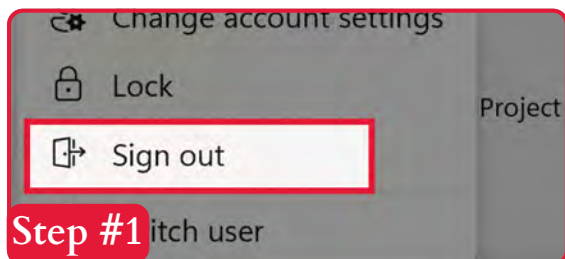
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





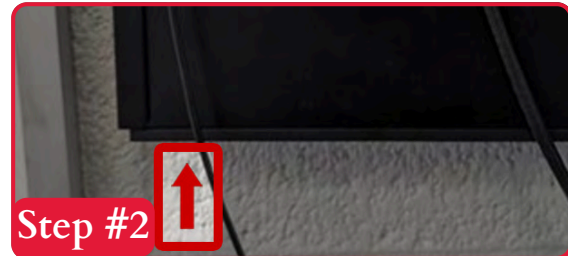
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



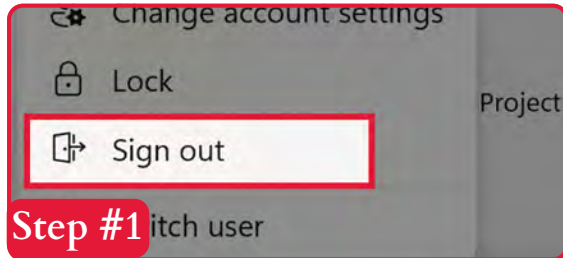
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



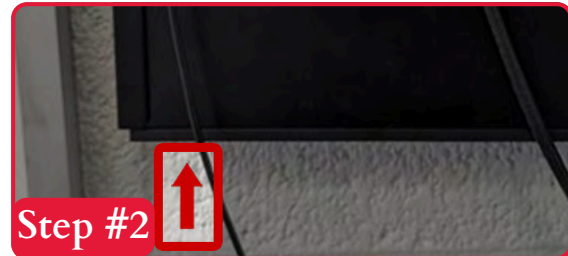
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



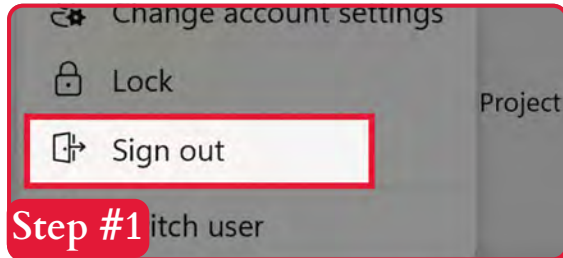
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





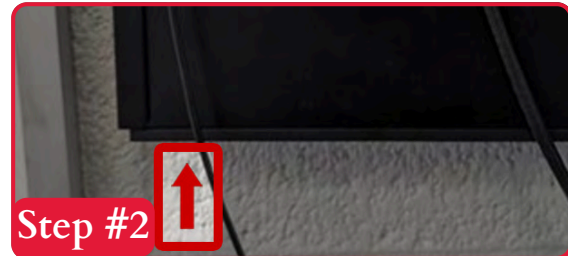
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

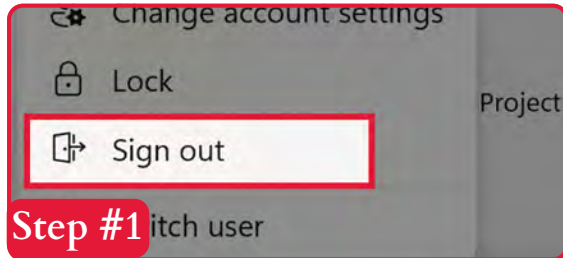
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



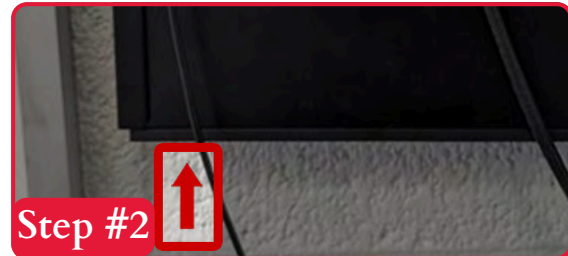
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



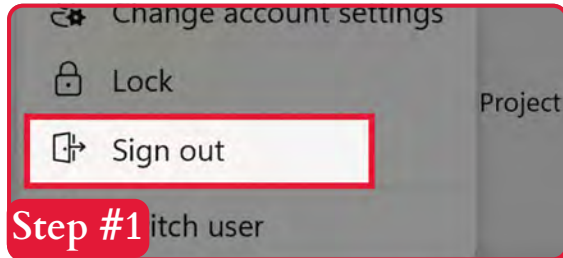
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.





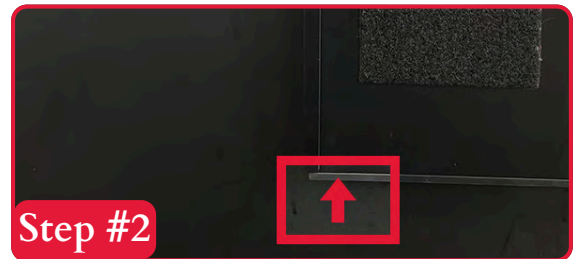
## BEGIN CLASS



Step #1

### LOCATE SYSTEM POWER

To turn the System and Displays on, press the “ON” button on the control panel.



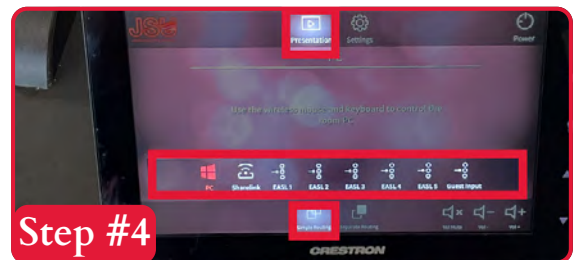
Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



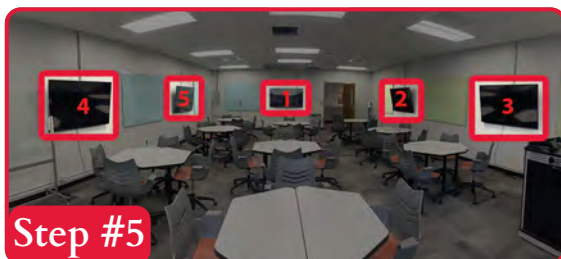
Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the wireless keyboard and mouse to ensure your presentation or other media is functioning properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5



Step #6

### SELECT YOUR VIDEO SOURCE

To use any of these display, select from the wall controller.

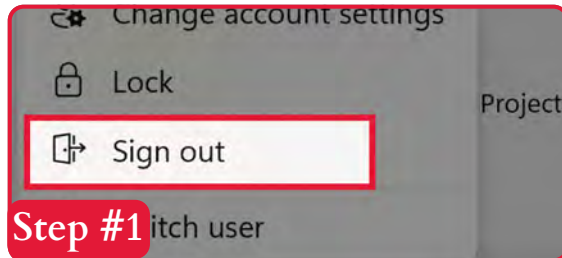
### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



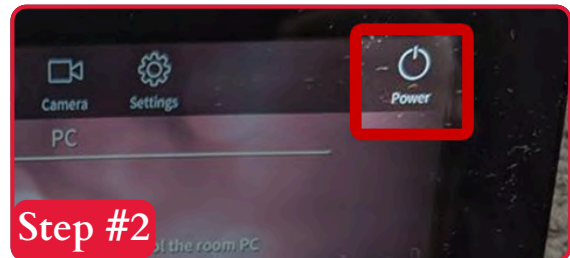
**NEED IT HELP?**  
GO TO [WWW.JSU.EDU/IT](http://WWW.JSU.EDU/IT)

## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the display  
or projector.



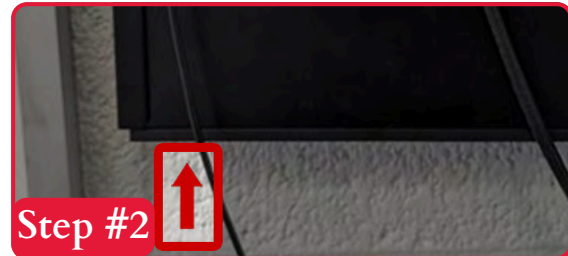
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

### LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



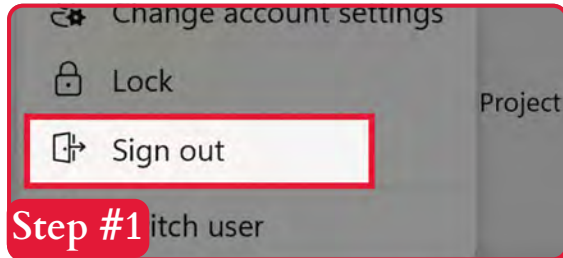
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





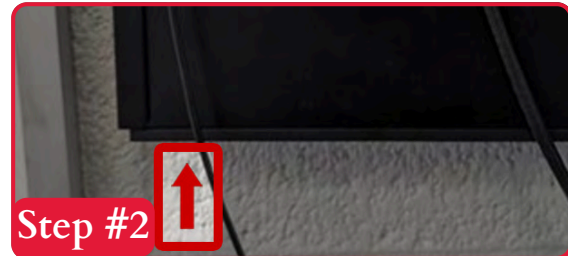
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



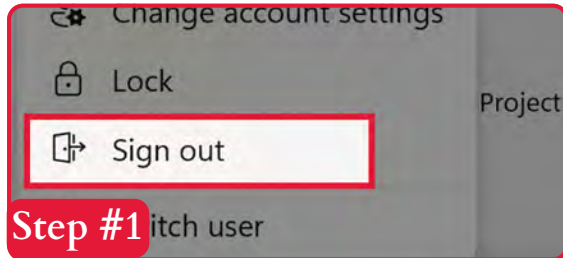
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



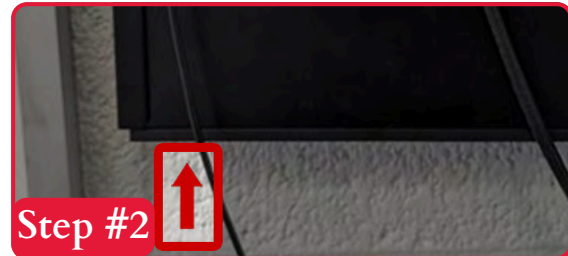
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

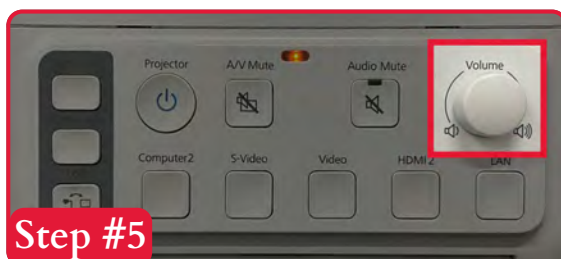
Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



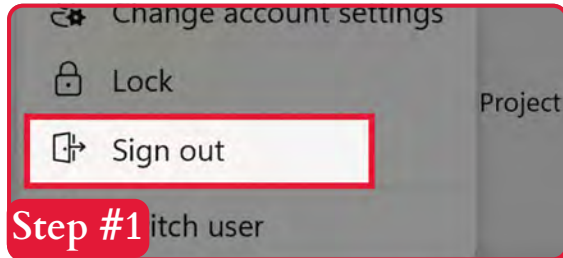
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.





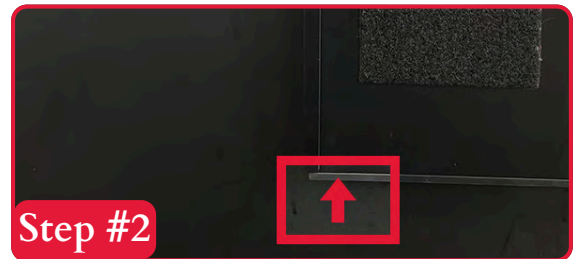
## BEGIN CLASS



Step #1

### LOCATE SYSTEM POWER

To turn the System and Displays on, press the “ON” button on the control panel.



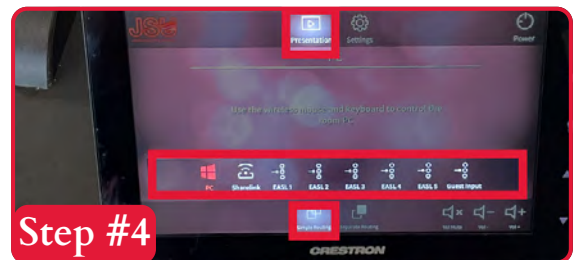
Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



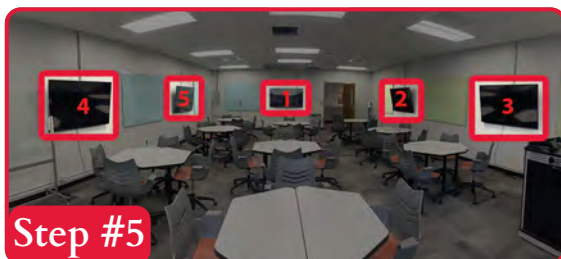
Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the wireless keyboard and mouse to ensure your presentation or other media is functioning properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5



Step #6

### SELECT YOUR VIDEO SOURCE

To use any of these display, select from the wall controller.

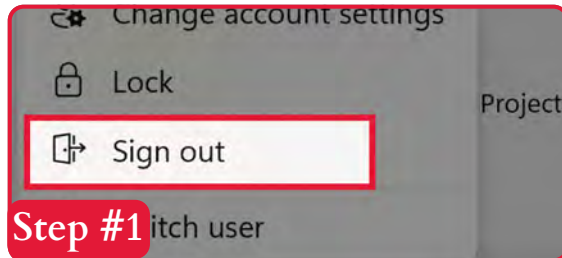
### ADJUST AUDIO VOLUME

If the volume needs to be adjusted, press the volume buttons to accommodate your preference.



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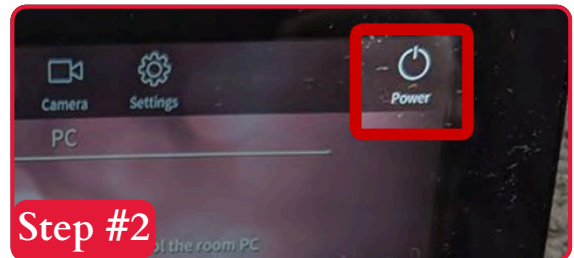
## END CLASS



**Step #1** Sign out user

## SIGN OUT OF THE COMPUTER

Click on the Windows button, then click on the account name, and finally click on “Sign out.”



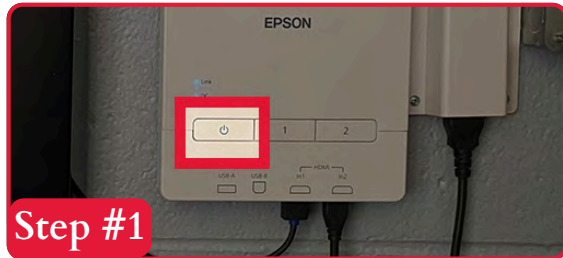
**Step #2** Power down the room PC

## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the display or projector.



## BEGIN CLASS



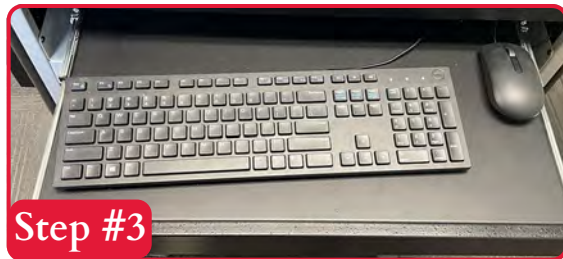
### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



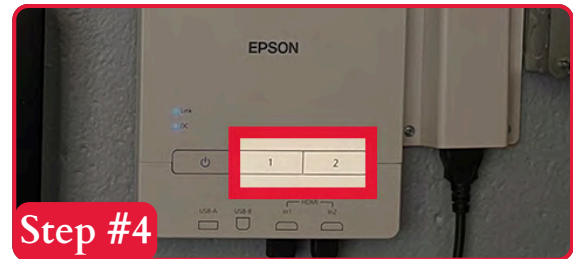
### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



## LOG IN AND TEST YOUR PRESENTATION

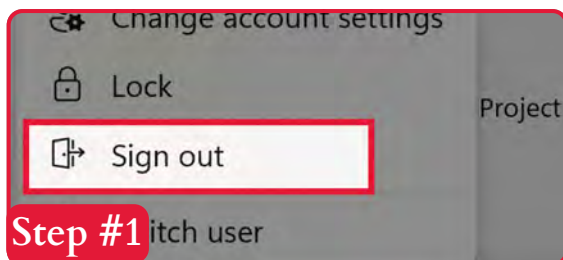
Use the keyboard and mouse to ensure your presentation or other media is functioning properly.



### SELECT YOUR VIDEO SOURCE

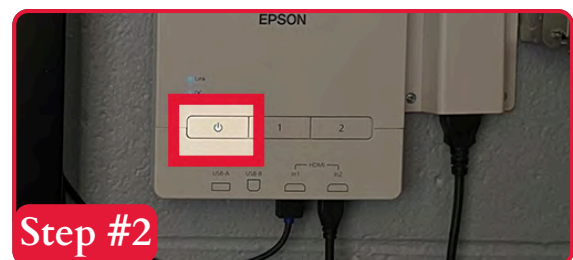
Check your video source if your computer is not active on the screen.

## END CLASS



### SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



### POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



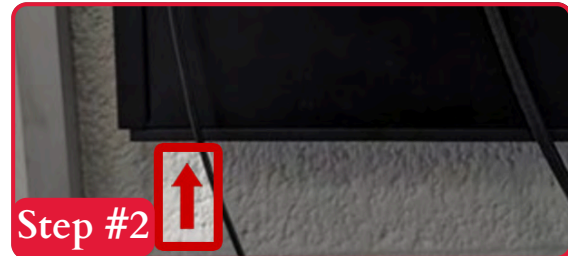
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

### ADJUST VOLUME

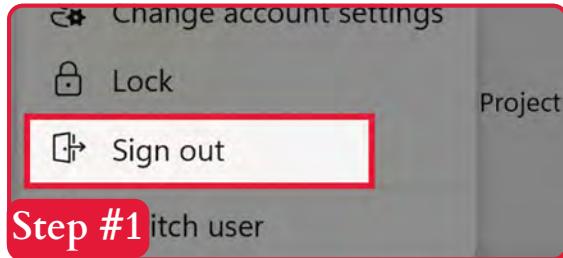
If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



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## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



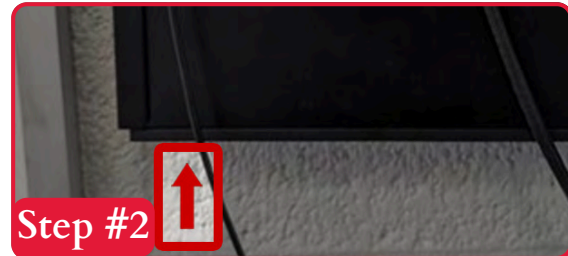
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



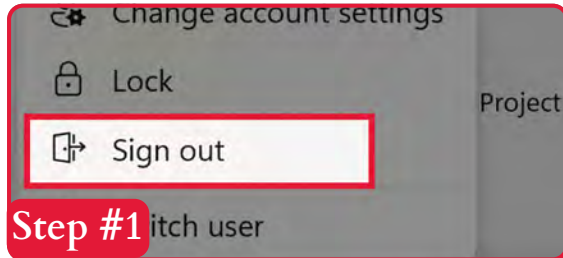
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.



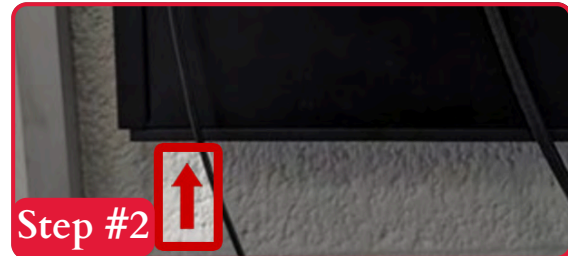
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3



Step #4

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

### ADJUST VOLUME

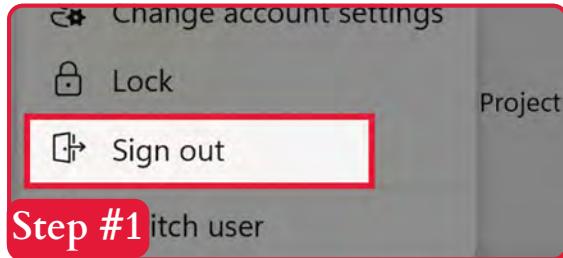
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## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



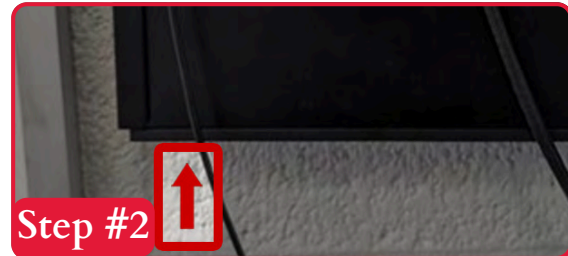
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



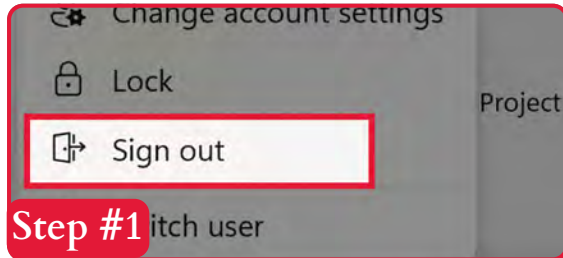
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If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



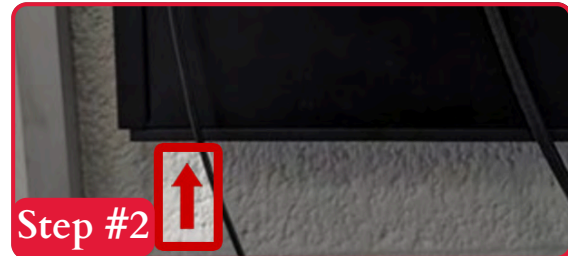
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

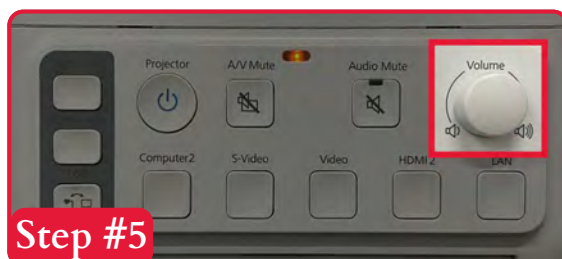
Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

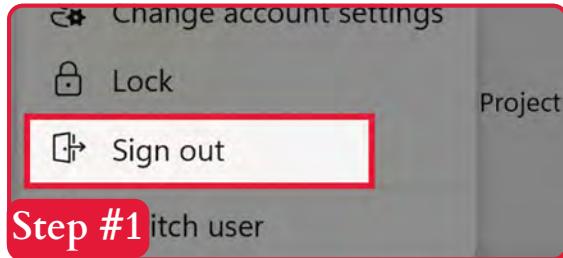
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.





## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



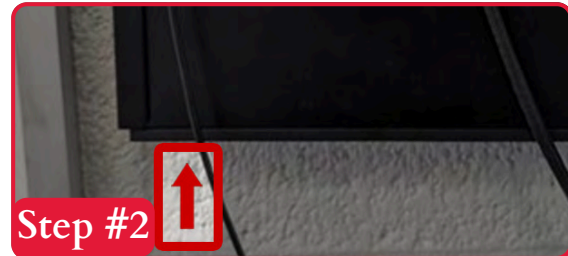
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

### LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

### SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



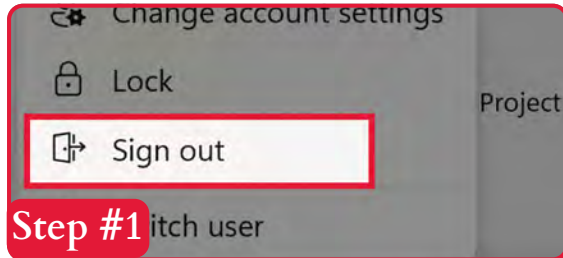
Step #5

### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.



## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the windows button, then click on the account name, and finally click on “Sign out.”



## POWER DOWN

Once you are through with your meeting, be sure to log out of the computer and power down the projector.



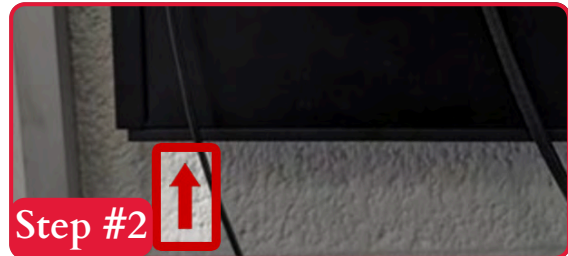
## BEGIN CLASS



Step #1

### LOCATE PROJECTOR POWER

To turn the projector on, press the “ON” button on the wall control.



Step #2

### LOCATE COMPUTER POWER

Be sure that the computer is also on and functioning properly.



Step #3

## LOG IN AND TEST YOUR PRESENTATION

Use the mouse and keyboard to log in and make sure presentation works properly.



Step #4

## SELECT YOUR VIDEO SOURCE

Check your video source if your computer is not active on the screen.



Step #5

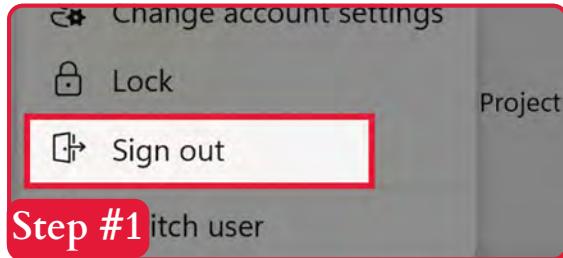
### ADJUST VOLUME

If the volume needs to be adjusted, turn the volume knob to accommodate your preference.





## END CLASS



## SIGN OUT OF THE COMPUTER

Click on the widows button, then  
click on the account name,  
and finally click on “Sign out.”



## POWER DOWN

Once you are through with your  
meeting, be sure to log out of the  
computer and power down the  
projector.

