The Electronic Classroom (EC) consists of these basic units: 1) **Data Projector**; 2) **Computer** and **Monitor**; 3) **Touch Panel**; 4) **Lecture Capture** package includes: Ceiling and Lapel Microphones and Camera; 5) **AppleTV** and 6) **Equipment Rack** includes: Auxiliary Power, Auxiliary Plate and Cables, Computer, and Blu-ray/DVD Player

**To Activate System:**

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

   ![Touch Panel and Computer](image)

   **Source Hard Buttons**

   **Please note** – If the system is not powered down properly you may have to shut down the system properly (Explained below; see **System Shutdown**)  

**To Display from the Computer Workstation:**

1. Turn on the computer and monitor, if not already on.  
2. Press the **COMP** button on the Touch Panel.

   ![Touch Panel with COMP button](image)

3. If you do not see the computer image (**you may have to wait for Projector to warm up ~1 min**): After waiting a minute, press **COMP** once more.
To Log in to a Workstation:

1. At the prompt, hit the Ctrl+Alt+Del keys on the keyboard.
2. Type your Username and Password and click the blue arrow button.

To Display a Blu-ray/DVD:

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

To Display from your Laptop:

1. Using the VGA with audio cables provided to you, connect your laptop.
2. On the Touch Panel, press the Laptop hard button.
3. If you don’t see the laptop’s image on the screen, toggle the laptop’s Function LCD/CRT (Display) button and re-select Laptop from the Touch Panel.

To Display AppleTV:

To access the Apple TV in this classroom, press the HDMI button on the touch panel.

Please Power Down the Projector Before You Leave the Room

System Shutdown:

Using the Touch Panel, press the POWER hard button, and then press YES.
Using the Lecture Capture System:

This room is equipped with a lecture capture package which consists of three (3) ceiling microphones, one (1) lapel microphone, and an HD camera which can be used in conjunction with Panopto.

1. Select **Camera** to view the camera controls

2. Select **Near**, **Mid**, or **Wide** for preset camera positions. Select 4, 5, or 6 for a personalized preset. To save a preset, select **Camera Control**.

3. This screen allows you to move the camera in any direction with the buttons. Use the to zoom in or out. To exit out of this screen, press the **Back** soft button.