The Electronic Classroom (EC) consists of five basic units: 1) **Data Projector**; 2) **Computer** and **Monitor**; 3) **Crestron Touch Panel** (shown below); 4) **Equipment Rack** (shown below); 5) **Smart Board**. Equipment rack includes: Main Power, Auxiliary Plate, and Blu-ray Player.

**To Activate System:**

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

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

**To Turn on the Data Projector:**

After selecting which source you want to use with the hard buttons, the Data Projector will turn on. It may take a few minutes for the projector to warm up completely and show on the Smart Board.

**To Project an Image from the Computer Workstation:**

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

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

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

**Please note** that support hours are subject to change without formal posting.
To Login to a Workstation:

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 Project a Bluray/DVD:

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

To Use your Laptop Computer in the Classroom:

1. Connect the laptop’s VGA output and audio ports to the Laptop Cable provided next to the Equipment Rack.
2. On the Touch Panel, press the Laptop hard button.
3. If you don’t see the laptop’s image on the screen, toggle the laptop’s Function LCD/CRT (Display) button and reselect Laptop from the Touch Panel.

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.

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To Operate the Smart Board:

1. Turn on the Smart Board by pressing the **Power** button located on the left side of the tray. The **Power** button will be lit with a green light if the board is on.

![Power Button](image)

2. Turn on the projector if not on already via the **Touch Panel**. Please see **To Project an Image from the Computer Workstation**.

3. Sign into the PC if not done so already. Please see **To Login to a Workstation**.

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