The Electronic Classroom (EC) consists of these basic units: 1) **Ceiling Projector** and **Remote Control**; 2) **Computer** and **Monitor**; and 3) **Equipment Rack** includes: Auxiliary Power, Auxiliary Plate, Computer

### To Activate System:

Locate the **Projector Remote** near the workstation. Point it at the projector and press the **On** button.

### To Display from the Computer Workstation:

1. Turn on the computer and monitor, if not already on.
2. Press the **Input 1** button on the projector remote.
3. Press the **PC** button on the Extron Switcher.

For immediate assistance, please call ext. 8-ITS

**Please note that support hours are subject to change without formal posting.**
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 hit enter.

To Display from your Laptop:
1. Using a VGA with audio cable, connect your laptop at the auxiliary plate.
2. Toggle the Input button, until it reads “INPUT-A” in the upper-right hand corner of the screen.
3. On the Extron Switcher, press the LAPTOP button.
4. If you don’t see the laptop’s image on the screen, toggle the laptop’s Function LCD/CRT (Display) button.

To Display a DVD:
1. Follow the instructions from “To Display from the Computer Workstation”
2. Load DVD into the computer
3. Play via Windows Media Player

Please Power Down the System Before You Leave the Room
System Shutdown:
Point the projector remote at the ceiling projector and press the OFF button, in the upper left corner, and then press it once more to confirm shutdown.

For immediate assistance, please call ext. 8-ITS
Hours of Operation: M-F 7am-9pm • Sat 8am-3pm • Sun Closed
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