

USING A LAPTOP AND THE DATA PROJECTOR

Please do not make any adjustments to the data projector that is mounted to the ceiling. Use the remote for all adjustments.

STEP ONE

Turn overhead projector on by aiming the remote at the front of the projector and pressing the green ON button.

STEP TWO

Connect the laptop computer to the cord labeled INPUT 1. The INPUT 1 cord also has a line for sound which can be connected to the “headphone” symbol on the laptop if you want sound.

STEP THREE

Connect the yellow Ethernet cord to your computer if you want to access the internet.

STEP FOUR

Turn the laptop computer on.

STEP FIVE

Select INPUT 1 on the data projector remote.

If you don't see your computer image on the screen, press the function key (fn) and f8 key simultaneously. You may need to do this as many as 3 times to get the image to appear on both your laptop and the screen.

To turn overhead data projector OFF, aim remote at data projector and press the red STAND BY button TWICE.

USING THE DVD / VIDEOTAPE PLAYER

You may choose to play a DVD through your laptop computer or through the DVD player.

To play a DVD through your computer, connect the computer as above. Use INPUT 1 to play the DVD.

To play a DVD through the DVD/VHS player, turn the player on and then select INPUT 3 on the data projector remote.

To play a VIDEOTAPE through the DVD/VHS player, turn the player on and then select INPUT 3 on the data projector remote.

**For assistance, call: Frank Jackson 404-727-6262, or Becky Baldwin 404-727-0472
Classroom Technology 404-727-6853**

Storage cabinet equipment:

- Laptop computer,
- laptop computer power cord,
- laser pointer,
- the data projector remote,
- slide trays,
- slide projector bulbs, and
- spare batteries for data projector remote.

We also have wireless remotes for PowerPoint presentations that can be checked out from the VRL. (Not stored in the conference room equipment cabinet.)

A key to this cabinet will be kept in the Visual Resources Library as we do for the slide projector cabinets in 211 and 212. Faculty can also have their own key.

Please make sure all equipment is locked in the cabinet when you are finished using the room and that the data projector is turned off.