Using the Media System:

To access this equipment, please request a key from Classroom Media Assistance in the Library (LL4).

This rack includes:

- A digital media switcher (at the top of the rack)
- An audio panel for use by techs only (second item on the rack)
- A Blue-Ray DVD player
- A drawer with cables
- A panel with input jacks for external video and computer sources
- An audio amplifier for sound (for use by techs only)
- A pull-out shelf for laptop use

The Switcher controls both the signal from media to the projector, and the functions of the DVD player.

To turn the projector on press the source you wish to use. *Note: there is no specific on button for the projector, it turns on when you select a source.* The projector can take as much as 2 minutes to warm up.

The top row of buttons is the source selections for video, VGA, and HDMI. The source selection for the Blue-Ray DVD player is on the second row.

To connect a laptop, connect the VGA or HDMI cable to the laptop to the corresponding inputs on the media rack (as shown below). The cables are in the drawer. Press the equivalent source button on the Switcher.

If an image does not appear when using a Windows laptop is connected, try using the function key for display selection (FN +F4 or F8). If you are using a MAC, go to system preferences, select the Displays preference pane, and click “Detect Displays.”

Inputs:

Video equipment (cameras or VCRs) or computers can be used as sources. These devices would plug into the row of input jacks located on a panel on the lower third of the rack. (*shown to the right*).

In order from left to right these jacks are:

- Component video: the color-coded jacks (red, yellow, white) are for a video source.
- VGA: for a laptop
- HDMI: for either a laptop or a video camera with HDMI ports
Using the Blue-Ray DVD Player:

To turn the Blue-Ray player ON or OFF, press the power button located on the bottom edge of the left side of the player. (This button is very small). Press the Blue-Ray source on the Switcher to display it on the projector.

Except for the on/off button and disk tray open/close, all controls for the Blue-Ray player are located in the second and third rows of the Switcher at the top of the rack.

To insert a disk, use the open tray button on the middle bottom edge of the player and use this button to close the disk tray. To eject a disk, use the same buttons.

To change the volume, use the knob located on the right side of the Switcher.

Adjusting Audio:

The volume knob is located on the top right of the Switcher. The volume can go higher than the 5 levels. If it is not loud enough and the 5 levels are lighted up keep turning the knob, it can go higher.

If you are having trouble with audio also check the volume on the laptop to make sure that it is on. VGA cables have a separate audio cable attached to it that must be plugged into your laptop and the Input panel in order for audio to work.

Turning off the Media System:

Hold the "System Off" button for 2-seconds to turn off the projector. When the projector is completely off, the light above the button will become red. This may take 10 seconds. Any attempt to power OFF within the 2 minute Start-up or Cool-down cycle may crash the system.