Library B183 Usage Instructions

(If you have not been trained on the use of this equipment, please call 7-ROOM to schedule training. Three days notice required.)

PLEASE NOTE: This room is equipped with a resident computer.

Supported by NUIT Academic & Research Technologies

### Starting the System

If the touch screen (pictured to the right) is dark, press it once to display the touch screen image. Once you can see the screen image, press the screen again. This will power up the projectors and all AV equipment. The system starts with the resident computer selected as source.

If the touch screen does not start the system, please call 7-ROOM (847-467-7666) and describe the problem to the consultant who answers the call.

### Using the Resident PC

The system starts up with "Resident Computer" selected as source. If the resident PC desktop image does not appear on the local monitor make sure that the power light on the local monitor is illuminated, if it is not, try pressing the power button on the monitor.

### Volume & Projector Controls

Program Volume & Projector Mute can be found at the top of the touch panel. You can Mute the program volume in addition to raising or lowering it. The projector can be muted by pressing Projector Mute.

### Connecting Your Laptop

Select "Laptop Computer" from the "Sources" options. Connect the podium VGA pull-out cable to the VGA port on your laptop, or if your laptop requires a VGA adapter connect that to the podium VGA cable first and then to your laptop. You must provide any VGA adapters that may be required for your laptop, NUIT does not provide adapters. If you have audio content please connect the audio mini plug to your laptop’s headphone jack. If you do not see your laptop displayed on the projector screen please make sure "Projector Mute" is not selected, then consult the Laptop Help pages. Call 7-ROOM (847-467-7666) if you are unable to view your laptop image on projector screen.

### Room Support Contact and Additional Information

**Smart Classroom Phone Support**

Call 7-ROOM (847-467-7666) if you need immediate classroom support, if you would like to make a training request, or if you need general information regarding Smart Classroom support.

**Additional Information**

Call Facilities (847-491-5201) regarding any issues related to air conditioning, seating, lighting, pull down and automated projector screens and all other room issues not related to Smart Classroom Technology or Smart Classroom Training. For room scheduling call the Registrar’s Office (847-491-5234).

Additional help documents can be found in the main drawer of the podium.