Instructions for using the Projector System

Switching the Projector On:
Press the “On” button on the control panel on the top of the cabinet (look for the red lights). The “On” button will now flash for approximately 20 seconds while the projector switches on and the lamp warms up.
NB. The Projector will “Time Out” after about 30 minutes if no signal is sent to it.

Using the Classroom PC:
Press the “PC” button on the control panel.
Ensure the PC is switched on.
You may have to move the mouse, to wake the PC up
As a quick check to see if the PC is on, press the “Caps Lock”
key on the keyboard.
If the PC is on, an LED should light up (or switch off), on the keyboard (top right).

Using a Laptop:
Press the “LAPTOP” button on the control panel.
Connect the laptop using the VGA/Computer cable, and the audio cable (if required), lying on top of the cabinet.
If you use a Windows based laptop, DO NOT switch it on until after the projector is switched on, AND the VGA/PC cable is connected.
If necessary, press the appropriate key combination on your laptop (ie Fn+F5) to mirror/extend the output of your laptop to the projector.
If you use a MAC based laptop, switch the laptop and projector on, BEFORE you connect the VGA/PC cable to the laptop.
NB. If using a MAC laptop, ensure you have your VGA/Video adaptor (if required).

Using the DVD or VCR:
Switch the DVD or VCR on. Load your DVD/tape.
Press the “DVD/VCR” button, on the control panel, to view your DVD/Tape.
Press the “Play” button on the DVD/VCR player, or use the Remote Control if available (usually in the cabinet, on/by the DVD/VCR).
Repeated pressing of the DVD/VCR button will switch between projection of the DVD & VHS players.

Using the Document Camera/Visualiser (DocCam):
Switch the Document camera ON with the (left hand) switch at the back of it’s base board.
Press the Doc Cam button on the control panel.
The camera controls are located on it’s head.

Adjusting the Volume:
Turn the volume control dial to the right or left, to increase or decrease the volume.
If you are using the Classroom PC, or a laptop, please remember that there are volume controls on those too.

Switching Off:
Remove any Video tape, DVD or USB/Memory stick you have used.
Log off the Classroom PC.
Press the “Off” button on the control panel. The projector will now switch off.
The “Off” button will now flash for approximately 1 minute while the projector cools down.
REMEMBER to switch the Visualiser/DocCam OFF when you have finished (if it has been switched on).