How To Use The AV Equipment

Step 1: Turning the system on

1: When you first come into the Lecture Theatre 
2: To turn the system on press the ON button
look for the panel in the image below. 
as seen in the image below

This is how the panel should look assuming the previous lecturer has turned off the system.

Step 2: Selecting your source

PC: Select PC option  
Laptop VGA: Select laptop VGA

Laptop HDMI: Select Laptop HDMI  
Doc Cam/Visualizer: Select Doc Cam

For system support call IT service desk on ext.3333 for AV Support call Media Services on ext.3674
Step 3: Adjusting Volume
Use the Knob as seen in the image below.

Step 4: Turning system off
Make sure to turn off any media player’s e.g. bluray or DVD and if you have used to document cam please switch this off to. After this Hit the “Off” button on the button Panel.