Kennedy Hall – Garden Room and Watson Room

How To Use The AV Equipment

Step 1: Turning the system on

1: When you first come into the Seminar Room turn the system on by pressing the ON button on the control panel.

2: The control panel is on the left side of the wedge on the teaching desk.

Step 2: Selecting your Audio/Video source

PC: Select PC option

Laptop VGA: Select laptop VGA

For system support call IT service desk on ext.3333 for AV Support call Media Services on ext.3674
Step 1 – Setting up connections

Laptop HDMI: Select Laptop HDMI

Doc Cam/Visualizer: Select Doc Cam

BluRay: Select Blu Ray (use the remote to operate the BluRay player)

Step 2 – Adjusting the Volume

To control Volume from any source turn the black knob clockwise or anticlockwise to raise or lower the volume. There is a separate Audio Mute button on the panel.

Step 4: Turning system off

Firstly ensure that you log off the computer. Make sure to turn off the Bluray and if you have used the Document Cam/Visualizer please switch this off too. After doing those things, press the “Off” button on the system control panel.

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