Maths 1D & 1E - How To Use The AV Equipment

Step 1: Turning the system on
1: When you first come into the Seminar Room, log into the PC and turn the system on by pressing the ON button.

Step 2: Selecting your Audio/Video source
- **PC:** Log in to the PC and select PC option.
- **Laptop with VGA connection:** Select laptop VGA.
- **Laptop with HDMI connection:** Select Laptop HDMI (an HDMI cable is provided).
- **BluRay:** Select BluRay (use the remote to control the BluRay player) for BluRay, DVD and CD discs.

For system support call IT service desk on ext.3333 for AV Support call Media Services on ext.3674.
Step 3 – Adjusting the Volume

![Image of volume control]

Volume from any source (computer, laptop, BluRay player) is adjusted by turning the knob clockwise or anticlockwise to raise or lower the volume. The computer and the media player on the computer, also have volume controls so be aware of that.

Step 4: Using the Interactive Board pens

![Image of interactive board pens]

These pens should be used in place of dry marker pens, using the projection system interactive software. Just tap to clear the board at the end, instead of having to clean it for the next user.

Step 5: Turning system off

Firstly ensure that you log off the computer. Make sure to turn off the Bluray Cam using the remote. After doing those things, press the “Off” button on the system control Panel.

![Image of system control panel with OFF button]

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