How do I use the instructional technology in David Straz Center (DSC) 062?

Overview

DSC 062 supports projecting audio and video from the following sources:

- The instructor station PC at the front of the classroom, via the **DSC062-01** input.
- A laptop, via the HDMI or VGA inputs.
- CDs and DVDs, via the **DVD/VCR** input.
- VHS tapes, via the **DVD/VCR** input.
- CDs, DVDs, and Blu-ray disks, via the **Blu-ray** input.

Equipment Rack Power

Make sure these power switches are on at all times! DO NOT TURN POWER OFF TO EQUIPMENT IN THE EQUIPMENT RACK!

- **KRAMER VP-444 SWITCHER** First unit in the equipment rack. Switches between various sources, sending audio to the speakers and video to the projector. Controlled by pressing the buttons on its face. Power switch is located inside the equipment rack.
- TOSHIBA DVD/VCR Second unit in the equipment rack. Plays DVDs, CDs, and VHS tapes. Controlled by the buttons on its face and its remote. Power button is a rectangular silver button located on the left side of the front of the player.
- **SONY BLU-RAY** Third unit in the equipment rack. Plays Blu-ray disks, DVDs, and CDs. Controlled by the buttons on its face and by its remote. Power button is the right-most button on the player.
- **AMPLIFIER** Fourth unit in the equipment rack. Send audio to the speakers in the room. Volume is controlled by the knob on the front of the device. Power button is located on the front of the amplifier.

Projecting the Instructor Station PC

- 1. Turn on the data projector using the remote.
- 2. Make sure the projector is set to **HDMI** (If the projector is on a different input, press the Source Search button on the Epson data projector remote and watch to make sure the HDMI input is selected).
- 3. Make sure all power switches are turned on (see Equipment Rack Power section at the top of this document).
- 4. The Kramer switcher must be set to **DSC062-01** (Input #9).
- 5. The instructor station PC (DSC062-01) is always connected to the switcher via its own HDMI cable & DisplayPort adapter. If the instructor station PC isn't already turned on, press its power button to turn it on.
- 6. Volume is controlled via the **Volume** dial on the amplifier.
- 7. When you're done with the projectors, turn them off! Leaving the

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projectors on when they're not in use results in discolored images and failing lamps. Hit the power button on the Epson remote twice to turn off the projectors.

Projecting Your Laptop using VGA

- 1. Turn on the data projector using the remote.
- 2. Make sure the projector is set to **HDMI** (If the projector is on a different input, press the Source Search button on the Epson data projector remote and watch to make sure the HDMI input is selected).
- 3. Make sure all power switches are turned on (see Equipment Rack Power section at the top of this document).
- 4. The Kramer switcher must be set to **VGA** (Input #11).
- 5. Boot up your laptop COMPLETELY before connecting the VGA cable from the equipment rack. Then plug in the cable.
 - If your computer requires you to use an adapter to project (for example, all MacBook Pros with VGA), first plug the cable into your adapter, then plug the adapter into your computer.
- 6. Send the image to the projector:
 - On Windows computers, press and hold the Windows key and P key. Select the Duplicate to send the image to the projector.
 - On a Mac, click the Apple icon > System Preferences > Displays
 > Arrangement > Mirror Displays.
- 7. Volume is controlled through the **Volume** dial on the amplifier.
- 8. When you're done with the projectors, turn them off! Leaving the projectors on when they're not in use results in discolored images and failing lamps. Hit the power button on the Epson remote twice to turn off the projectors.

Projecting Your Laptop using HDMI

- 1. Turn on the data projector using the remote.
- 2. Make sure the projector is set to **HDMI** (If the projector is on a different input, press the Source Search button on the Epson data projector remote and watch to make sure the HDMI input is selected).
- 3. Make sure all power switches are turned on (see Equipment Rack Power section at the top of this document).
- 4. The Kramer switcher must be set to **HDMI** (Input #3).
- 5. Boot up your laptop COMPLETELY before connecting the HDMI cable from the equipment rack. Then plug in the cable.
 - If your computer requires you to use an adapter to project, first plug the cable into your adapter, then plug the adapter into your computer.
- 6. Send the image to the projector:
 - On Windows computers, press and hold the Windows key and P key. Select the Duplicate to send the image to the projector.
 - On a Mac, click the Apple icon > System Preferences > Displays
 > Arrangement > Mirror Displays.

Page 2 / 4

- 7. Volume is controlled via the **Volume** dial on the amplifier.
- 8. When you're done with the projectors, turn them off! Leaving the projectors on when they're not in use results in discolored images and failing lamps. Hit the power button on the Epson remote twice to turn off the projectors.

Projecting a DVD or VHS Tape using the DVD/VCR

The DVD half of the DVD/VCR can play CDs and DVDs. The VCR half of the DVD/VCR can play VHS tapes.

- 1. Turn on the data projector using the remote.
- 2. Make sure the projector is set to **HDMI** (If the projector is on a different input, press the Source Search button on the Epson data projector remote and watch to make sure the HDMI input is selected).
- 3. Make sure all power switches are turned on (see Equipment Rack Power section at the top of this document).
- 4. The Kramer switcher must be set to **DVD/VCR** (Input #5).
- 5. Insert your DVD disk or VHS tape, and use the DVD/VCR player remote to control playback.
 - To switch between the DVD and VCR functions, press the **SELECT** button on the front of the player, located under the left side of the DVD tray.
 - Don't forget your disk or tape in the player when you're done!
- 6. Volume is controlled via the **Volume** dial on the amplifier.
- 7. When you're done with the projectors, turn them off! Leaving the projectors on when they're not in use results in discolored images and failing lamps. Hit the power button on the Epson remote twice to turn off the projectors.

Projecting a Blu-ray Disk using the Blu-ray Player

The Blu-ray player can play CDs, DVDs, and Blu-ray disks.

- 1. Turn on the data projector using the remote.
- 2. Make sure the projector is set to **HDMI** (If the projector is on a different input, press the Source Search button on the Epson data projector remote and watch to make sure the HDMI input is selected).
- 3. Make sure all power switches are turned on (see Equipment Rack Power section at the top of this document).
- 4. The Kramer switcher must be set to **BLU-RAY** (Input #1).
- 5. Insert your Blu-ray disk, and use the Blu-ray player remote to control Blu-ray playback. Don't forget your disk in the player when you're done!
- 6. Volume is controlled via the **Volume** dial on the amplifier.
- 7. When you're done with the projectors, turn them off! Leaving the projectors on when they're not in use results in discolored images and failing lamps. Hit the power button on the Epson remote twice to turn off the projectors.

Leaving the projectors running for extended periods while they're not in use significantly shortens the lifespan of the projectors. To turn off the projectors, push the power button on the projector remote twice.

For help with classroom technology, **call (262) 551-5950** or email **media@help.carthage.edu** and CC **av@carthage.edu**.

For help with networking issues (e.g., can't connect to Carthage-Open), call (262) 551-5950 and describe the network issues you're experiencing. The people at the help desk will help you over the phone, or someone from Networking will come over and help you. Do not email media@help.carthage.edu or av@carthage.edu with internet issues; the AV team does not have access to Carthage's tools necessary to diagnose and fix networking issues.

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