

Johnson Fine Arts Center (JAC)

How do I use the instructional technology in the Johnson Arts Center (JAC) 205?

Equipment Rack Power

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

- Red Master Switch - Located at the top of the rack.
- Toshiba Power Button - Silver button located on the middle left edge of the player.
- Sony Power Button - Black button covering the upper-right corner of the Blu-ray player's face.
- Amplifier Power Button - Located on the lower right corner of the Sony amplifier.
- Volume - Volume for all devices is controlled through the **Volume** dial on the Sony amplifier.

Connecting Your Laptop over HDMI

1. Turn on the data projector using the Epson remote.
2. Make sure the projector is set to **HDMI 1**. (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 1 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 #1).
5. Boot up your laptop COMPLETELY before connecting the HDMI cable from the equipment rack. Then plug in the cable.
6. Send the image to the projector:
 - On Windows computers, press your "Windows key" and your "P" key at the same time. Select **Duplicate** to send the image to the projector.
 - On a Mac, navigate to **Apple menu () > System Preferences > Displays > Arrangement** tab > check **Mirror Displays**.
7. Send sound to the classroom speakers:
 - On Windows computers: **Control Panel > Sound > Playback** tab > right-click the **VP-4XX** device > select the **Set as Default Device** from the right-click menu.
 - On a Mac, navigate to **Apple menu () > System Preferences > Sound > Output** tab > select the output named **VP-4XX** type **HDMI**.
8. Volume is controlled through the **Volume** dial on the amplifier.
9. When you're done with the projector, please turn it off. Hit the power button on the Epson remote twice to turn off the projector.

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Connecting Your Laptop over VGA

1. Turn on the data projector by using the Epson remote.
2. Make sure the projector is set to **HDMI 1**. (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 1 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.
6. Send the image to the projector:
 - On Windows computers, press your "Windows key" and your "P" key at the same time. Select **Duplicate** to send the image to the projector.
 - On a Mac, navigate to **Apple menu () > System Preferences > Displays > Arrangement** tab > check **Mirror Displays**.
7. Volume is controlled through the **Volume** dial on the amplifier.
8. When you're done with the projector, please turn it off. Hit the power button on the Epson remote twice to turn off the projector.

Using the VCR/DVD Player

1. Turn on the data projector by using the Epson remote.
2. Make sure the projector is set to **HDMI 1**. (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 1 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 #3).
5. To switch between DVD and VHS playback, press the DVD or VHCR button near the bottom of the Toshiba remote, or flip down the plate covering the lower half of the Toshiba DVD/VCR player & press the select button on the middle-right of the player.
6. To control DVD playback, use the Toshiba remote or the buttons on the right side of the Toshiba player. To control VHS playback, use the Toshiba remote, or the buttons on the left side of the Toshiba player.
7. Volume is controlled through the **Volume** dial on the amplifier.
8. When you're done with the projector, please turn it off. Hit the power button on the Epson remote twice to turn off the projector.

Using the Blu-ray Player

1. Turn on the data projector by using the Epson remote.
2. Make sure the projector is set to **HDMI 1**. (If the projector is on a different

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input, press the **Source Search** button on the Epson data projector remote and watch to make sure the HDMI 1 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 #2).
5. To insert/remove your Blu-ray disk, open the Blu-ray player's disk tray using the Open/Close button on the upper left corner of the Sony BD remote, or use the open/close button located on the right of the player.
6. Volume is controlled through the **Volume** dial on the amplifier.
7. When you're done with the projector, please turn it off. Hit the power button on the Epson remote twice to turn off the projector.

Leaving the projector running for extended periods while it's not in use significantly shortens the life of the projector. To turn off the projector, push the power button on its remote twice.

For help with classroom technology, please email Media Services at av@carthage.edu or call (262) 551-5950.

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