

# Johnson Fine Arts Center (JAC)

## How do I use the instructional technology in the Johnson Arts Center (JAC) 252?

JAC 252 -- click here for [video instructions](#)

**Equipment Rack Power - Make sure these power switches are on at all times! DO NOT TURN POWER OFF TO EQUIPMENT!!!!!!!!!!!!**

Red Master Switch - Located at the top of the rack.

Stereo Power - Located top left on the Onkyo amplifier.

Volume - Volume for all devices is controlled through the master volume dial on the Onkyo amplifier.

### **Connecting Your Laptop**

1. Turn on equipment rack.
2. Turn on the data projector using the remote.
3. Make sure the projector is set to "Computer 1" (Press computer button on the remote).
4. Boot up your laptop COMPLETELY before connecting the VGA cable from the equipment rack. Then plug in the cable.
5. Send the image to the projector:
  - On Windows computers with newer operating systems, press your "Windows key" and your "P" key at the same time. Select "Duplicate" to send the image to the projector.
  - On a Mac, click the "Apple icon" > "System Preferences" > "Displays" > "Arrangement" > "Mirror Displays."
  - For machines with older operating systems, please contact Media Services at least one full working day in advance of your presentation for assistance at (262) 551-5950.
6. (Volume) Make sure that the audio cable is connected from your laptop to the equipment rack. The audio plug on the equipment rack is located directly below the VGA plug on the equipment rack. Select "PC" on the Onkyo amplifier located on the equipment rack. Volume is controlled through the volume dial on the Onkyo amplifier.

### **Using the DVD/VCR**

1. Turn on the data projector by using the remote.
2. Make sure the projector is set to "Video" (press video button on remote).
3. Make sure all power switches are turned on (see top of sheet).
4. Turn on Onkyo amplifier.
5. The Onkyo amplifier must be set to "DVD/VCR."

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6. Turn on the VCR and play tape or DVD (You may have to select VCR/DVD button on the VCR).
7. (Volume) Volume is controlled through the Onkyo amplifier.
8. **If you have DVD video but no DVD audio** press the "PC" button on the stereo and it should switch from PC audio to DVD audio.

## Using the CD Player

1. Turn on the stereo.
2. Make Select "CD" on the Onkyo amplifier.
3. Turn on the Denon CD/Cassette Player.
4. (Volume) Volume is controlled through the Onkyo amplifier.

## Using the Cassette Player

1. Turn on the Onkyo amplifier.
2. Select "Tape" on the Onkyo amplifier.
3. Turn on the Denon CD/Cassette Player.
4. Volume is controlled through the Onkyo amplifier.

**\*Turn off the projector by pushing the power button twice\***

**For classroom technology assistance, please contact Media Services at  
av@carthage.edu or (262) 551-5950.**

Reviewed/Approved 10/06/14 by C. Troyer

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