

Todd Wehr Center (TWC)

How do I use the instructional technology in TWC 128C?

Equipment Rack Power

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

- **Power Outlets** - Top-most unit of the equipment rack. Power strip with outlets on the front and inside of the equipment rack. The power switch is located on the right side of its face.
- **Kramer Switcher** - Second unit in the equipment rack. Switches between various sources, sending audio to the amplifier and video to the projector. Controlled by pressing the buttons on its face. Power switch is located inside the rack; if you need to restart the switcher, it's best to power cycle the entire equipment rack.
- **Magnavox DVD/VCR** - Third unit in the equipment rack. Plays DVDs, CDs, and VHS tapes. Controlled by a remote labelled **TWC 128C DVD/VCR**. Power button is a round silver button located on the left side of the player.
- **Sony Blu-ray Player** - Fourth unit in the equipment rack. Plays Blu-ray disks, DVDs, and CDs. Controlled by a remote labelled **TWC 128C Blu-ray**. Power button is a tiny pyramid button near the right corner of the Blu-ray player's face.
- **Crown Amplifier** Fifth unit in the equipment rack. Amplifier that sends sound from all sources to the speakers in the room. It has 5 dials; 4 on the left, and a master volume dial on the right. **Volume for all devices is controlled via the master volume dial on the Crown amplifier.**

Connecting Your Laptop using a VGA Cable

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 #5).
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 via the **Volume** dial on the amplifier.

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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.

Connecting Your Laptop using an HDMI Cable

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 #7).
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**.
7. Volume is controlled via 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 DVD/VCR

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 #4).
5. Insert your DVD disk or VHS tape, and use the DVD/VCR player remote to control playback. 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 projector, please turn it off. Hit the power button on the Epson remote twice to turn off the projector.

Using the Blu-ray

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).

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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 #9).
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 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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