

BURKE SCIENCES BUILDING 137

BSB 137

COMBINATION LOCK

Dial in the combination provided by Audio Visual. Then push the entire lock in towards the equipment cabinet and then gently pull the lock outwards. The lock should now be opened. Please SCRAMBLE the combination right away, this prevents unwanted users from obtaining the combination and prepares the lock for CLOSING when you are finished.

DATA / VIDEO PROJECTOR

To turn on the projector use the remote control located in the remote holder on the bottom left inside of the equipment cabinet door.

Aim the remote control at the projector hanging from the ceiling. Push the "POWER" button left corner of remote, red colour. The projector takes about 30 seconds to warm up and is ready to use when there is a plain Blue Screen.

To select the projector input signals use the remote control pointed at the projector. For the laptop display push the "RGB 1" button on the second row left side of the remote. For the VCR display push the "VIDEO" button on the second row middle of the remote.

To turn off Projector use the remote control pointed at the projector and push the "ON/OFF" button TWICE.

LAPTOP CONNECTION

The laptop must be OFF, and the projector must be set to RGB 1.

Remove the computer cable from inside bottom of the equipment cabinet and connect it to the "Monitor" output port of the laptop.

Turn on the laptop, an image should appear. If necessary toggle the "fn" key and which ever "F" key needed to turn on the monitor output port. If the image is not the right size or is distorted, an adjustment to the laptop resolution maybe needed.

When finished disconnect the computer cable from the laptop and neatly coil the cable back into the equipment cabinet and place the remote control back in the remote holder.

Please make sure the projector is turned 'OFF' and the equipment cabinet is "CLOSED" & "LOCKED".

VCR OPERATION

To turn on the vcr push the "POWER" button bottom left side of the vcr, and insert the video cassette. The video tape function buttons (stop, play, rew, f.f.) are located to the right side of the vcr in a round disc area.

If the video tape is commercially made it will begin to play right away, if this is not desired push the "STOP" button. Push the "PLAY" button when you are ready to start.

The Volume control is a black knob to the right of the vcr, the sound comes from the P.A. System, adjust the sound level as needed.

To Eject the video tape push the "EJECT" button located in the bottom left corner of the vcr.

POWER OFF & LOCK UP

Make sure the "POWER" is turned "OFF" to "ALL EQUIPMENT", place all "CABLES", "REMOTES", & "ACCESSORIES" back inside the equipment cabinet. The equipment cabinet door must be "CLOSED & LOCKED" with the combination lock in place, making sure the combination has been "SCRAMBLED".

**Classroom Audio Visual Services
Weekdays 8:00 am to 4:30 pm / Ext. 22764 (for bookings or trouble calls)**