Aidekman 011

**FOR IMMEDIATE TECHNOLOGY SUPPORT, CALL 617-627-3376 OR Ext 7-3376**

**FOR NON-URGENT ISSUES EMAIL IT@TUFTS.EDU**

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### The Computer, DVD and Blu-Ray Players, VCR are located inside the Podium!

#### Turning on the A/V System
- Locate the Touch Screen on the lectern.
- Press the **POWER** icon in the top right corner of the screen.
- Wait for the projection system to warm up before selecting an input.

#### Logging on to the Classroom Computer
- Wait for the projection system to warm up before selecting an input.
- Log on to the Desktop PC with your **Tufts Username and Password** in order to easily access your P-Drive, or log on with the following Username and Password:
  - **Username:**
  - **Password:**
- Press the button labeled **Desktop PC** to project from the classroom computer.

#### Projecting using a VGA connection
- Press the button labeled **Laptop “VGA”**.
- Plug the blue, 15-pin connector into your computer’s VGA port. Plug the attached audio connector into the headphone jack.
- You may need to supply your own adapter.

#### Projecting from a Display Port
- Match the display port cable extending from lectern with the port on your laptop.
- Choose either **Display Port** or **Mini Display Port** using the Touch Screen dependent on your computer’s display port size.
- Plug separate audio cable into laptops headphone jack.

#### Project using HDMI
- Plug the HDMI cable extending from the lectern into your computer.
- Press the button labeled **AUX “HDMI”** on the Touch Screen.

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*Note: The connections in this column may require you adjust the video settings on your computer in order to see the screen projected.*
Project using the Blu-Ray DVD player

- Insert your Blu-Ray disc into the Blu-Ray DVD player.
- Press the button labeled Blu-Ray DVD on the Touch Screen.
- Use the navigation arrows on the Touch Screen to playback your video and access the DVD menus.

*Note: The Blu-Ray player can play all types of DVDs except HD-DVDs.*

Project using the DVD player

- Insert your non Blu-Ray DVD into the DVD player and press DVD on touchscreen.
- Use the navigation arrows on the Touch Screen to playback your video and access the DVD menus.

Project using the VCR

- Insert a VHS tape into the VCR combo player and press VCR on touchscreen.
- Use the playback buttons on the Touch Screen to rewind, fast-forward, stop, pause, and play the video.

Turning off the A/V system

- Touch the POWER icon in the top right-hand corner of the Touch Screen.
- Confirm your choice on the next screen by pressing the button labeled Yes.

Classroom Audio

- The system volume control and mute button are located along the right-hand side of the Touch Screen.
- The microphone volume controls can be found by pressing the button at the top of the Touch Screen.

Please remember to POWER OFF at the end of your lecture!