THE COMPUTER, DVD PLAYER, VCR AND DOCUMENT CAMERA ARE LOCATED INSIDE THE PODIUM!

Turning on the A/V System
- Locate the Control Panel on the Podium
- Press the button labeled POWER ON
- Wait for a solid light before selecting an input

Logging on to the Computer
- Log on to the Computer with your Tufts Username and Password to access your P-Drive, or log on with the following username and password:

  Username: [Blank]
  Password: [Blank]

Projecting from your Laptop
- Press the button labeled LAPTOP PC
- Plug the video connector into your laptop’s external monitor port and plug the audio connector into the headphone port
- If necessary, change the video settings on your laptop

Projecting from the DVD Player
- Press the button labeled DVD
- Use the bottom row of buttons on the control panel to control your DVD

Projecting from the VCR
- Press the button labeled VCR
- Use the bottom row of buttons on the control panel to control your VHS

Projecting from the Document Camera
- Press the button labeled DOC CAMERA
- Locate the Document Camera found in the drawer on the LEFT side of the podium
- Raise the camera arm and press the power button

Shutting Down the Control System
- Press the button labeled POWER OFF

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

FOR IMMEDIATE TECHNOLOGY SUPPORT, CALL 617-627-3376 OR EXT 7-3376
FOR NON-URGENT ISSUES EMAIL IT@TUFTS.EDU