Activating the Control System
Locate the white panel to the right of the television. It is the control system for the technology system. Press the SYSTEM ON button in the upper left corner to turn it on.

Miscellaneous Notes
The layout of the white control panel is as follows:

<table>
<thead>
<tr>
<th>System On</th>
<th>System Off</th>
<th>VCR</th>
<th>Video</th>
<th>PC1</th>
<th>Volume Knob</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laptop</td>
<td>DVD</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rewind</td>
<td>Stop</td>
<td>Play</td>
<td>Fast Forward</td>
<td>Menu</td>
<td>Directional Pad</td>
</tr>
</tbody>
</table>

Using the Technology System
Using a Laptop
- Press the Laptop button, below SYSTEM ON.
- Locate the black VGA and headphone cables and insert them into your laptop’s corresponding VGA and headphone ports. Note: if you have a Macintosh laptop, you may need an adapter for the VGA cable. Also, the audio cable may not be long enough to fit into your computer’s headphone port.

If the computer is locked, use the following information to log in to it: Note that there are two zeroes after the ‘r’ in the password below.

| Username: | 
|---|---|
| Password: |

- Use the computer as desired, and lock the computer when you are done.
  - From the Start Menu, click the right-facing arrow next to Shut Down and select Lock.

Playing a VHS Tape
- Press the VCR button from the first row of buttons on the white panel, all the way to the right.
- Open the cabinet below you and insert your VHS tape into the Samsung DVD/VCR player in the rack. Press the button to the right of the VHS slot to eject the VHS tape.
- Use the buttons on the last row of the white panel to control your video. A schema is provided below.

<table>
<thead>
<tr>
<th>Rewind</th>
<th>Stop</th>
<th>Play (or Pause)</th>
<th>Fast Forward</th>
</tr>
</thead>
</table>

Playing a DVD
- Press the DVD button from the first row of buttons on the white panel, to the left of VCR.
- In the Samsung DVD/VCR player in the cabinet, press the button to the right of the DVD slot.
- After inserting your DVD onto the tray, press the same button to close the DVD tray.
- Press the controls on the bottom row of the white panel—and the directional pad below the volume knob—as necessary:
  - REWIND and FAST FORWARD will skip chapters, respectively. To fast-forward or rewind within a chapter, hold one of these buttons.
  - MENU returns you to the DVD home menu.
  - The directional pad allows you to navigate menus using the arrow buttons, and select options using the middle button.

Using the Classroom PC
- Open the rack and ascertain that the button above the Dell logo on the desktop is green/on.
- Press the PC 1 button from the second row of the white panel.
Using an Auxiliary Source
- Press the Video button from the second row of the white panel.
- Connect the single black RCA cable from the cables management cubby into the video port of your auxiliary device.
- Connect the joined red/black RCA cables from the same receptacle into the two audio ports of your auxiliary device. Connect the red cable into the red (right) audio port and the black cable into the white (left) audio port.

Adjusting System Volume
- You can adjust the system’s volume by turning the Volume dial left and right. The red lights above it will illuminate according to the output.

When Your Class is Finished

Shutting down your Laptop
- Shut down your laptop.
- Disconnect any connected cables from your laptop.
- Shove the VGA cable into its slot and coil up the headphone cable.

Shutting down the Technology System
- Lock the desktop if you used it and did not lock it.
- Press the SYSTEM OFF button from the first row of the white panel and turn off the classroom lights.

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