**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:

<table>
<thead>
<tr>
<th>Username:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Password:</td>
</tr>
</tbody>
</table>

- Press the button labeled **Desktop PC** to project from the classroom computer.

**Project 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.

**Project using a Display Port**

- Match the display port cable extending from lectern with the port on your laptop.
- Press 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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**The Computer, Combo VCR/DVD and Blu-Ray Players are Located Inside the Podium!**

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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 a Document Camera
- Locate the document camera on the shelf next to the lectern.
- Press the power button on the camera to turn the lamp on.
- Press the button labeled Document Camera on the Touch Screen.

Project using the Blu-Ray DVD player
- Insert your Blu-Ray disc into the Blu-Ray DVD player.

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

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!