

This room contains one projector, a built-in PC, HDMI connection for laptops and other devices, and a document camera. The equipment in this room is controlled by a touch panel interface at the instructor station.

## System On

Touch the panel to wake it and press the ON button.



If the panel is already on, use the Projector Control on the left side to turn the projector on.

Wait 30-60 seconds for the projector to power up. The system starts with the PC screen displayed.

## System Off

Press the **System Off** button on the touch panel and confirm shutdown.



Wait 60 seconds before powering on again.

**Please turn the AV System off before leaving the room. Log out of the PC, but do not turn it off.**

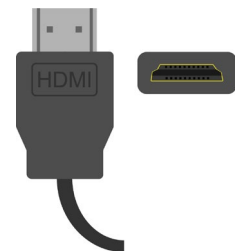
## Use the PC

1. Move the mouse or press a keyboard key to wake the PC. If nothing displays on the monitor:
  - a. Check if the monitor power is on.
  - b. Check if the PC power is on.
2. Login with your VIU credentials.
3. Select **PC** on the touch panel.

## Connect your own device

An HDMI cable is located at the instructor station.

1. Ensure your device is powered on.
2. Plug the HDMI cable into your device.
3. Select **HDMI** on the touch panel.



If the picture doesn't appear:

**Windows:** Press  + P to select a presentation option (usually Duplicate).

**Mac:** Go to System > Preferences > Display > Arrangement > Mirror.

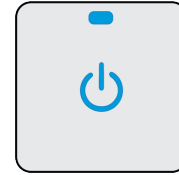


If you still see a black screen, toggle the **Black Screen** button on the touch screen.



## Use the document camera

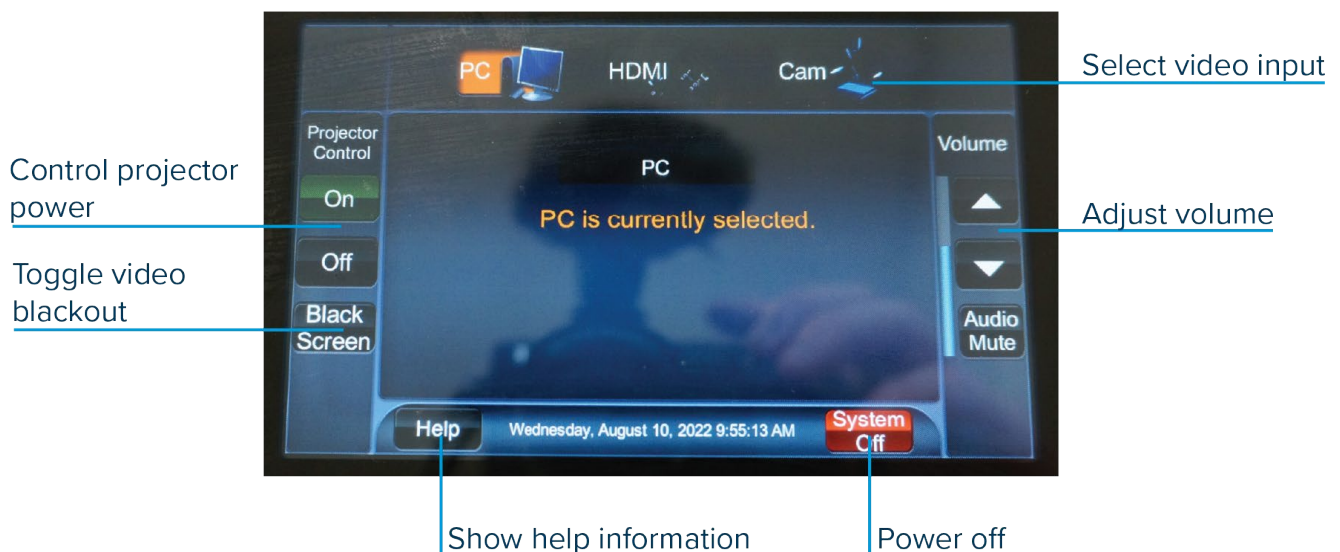
1. Extend the camera arm to point in the desired direction.
2. Press the power button on the document camera.
3. Select **Cam** on the touch panel.
4. Press the power button **twice** to turn it off after use.
5. Return the camera arm to the resting position.



## Use Zoom video conferencing

The document camera can be used as a camera and microphone for Zoom video conference calls.

1. Login to the PC.
2. Open Zoom and login.
3. Go to Settings.
4. In the video tab, confirm **Epson ELPDC21** as the camera.
  - a. You may need to adjust the rotation of the camera using the rotate button at the top right of the video preview.
5. In the audio tab, confirm **EPSON ELPDC21** as the microphone.
6. Confirm **Extron HDMI** is selected as the speaker.
7. Create or join a meeting.



For assistance, contact the IT Service Desk by phone at 250-740-6300.