Once you get into the classroom, the control panel displays the below image. Touch the button to start.

The screen will display the following message. Please wait 5-10 seconds for the system starts.
Once the system is up, you need to select a source from the top menu to display on the classroom TV screen.

PC is automatically selected. Make sure turn on the computer. If the classroom TV screen doesn’t display the PC, please touch the monitor icons which might label as “Send to Rack Room” and “Send to Classroom” icon (below image).
If you need to connect your Laptop via VGA, touch “Laptop VGA” icon and touch the monitor icons which might label as “Send to Rack Room” and “Send to Classroom” icon (below image)

![Laptop VGA Display Panel](Image)

Laptop VGA is currently selected.
There are no controls for this device.

If you need to connect your Laptop via HDMI, touch “Laptop HDMI” icon and touch the monitor icons which might label as “Send to Rack Room” and “Send to Classroom” icon (below image)

![Laptop HDMI Display Panel](Image)

Laptop HDMI is currently selected.
There are no controls for this device.
If you need to connect Doc Cam, touch “Doc Cam” icon and touch the monitor icons which might label as “Send to Rack Room” and “Send to Classroom” icon (below image)

On the left menu Display on/off/Mute, you can turn off the TV screen but leave the system on by using Mute option.

On the right menu Volume options, you can adjust the voice volume from the source or mute it.

At the end of the class, please turn off the system by touching red “System Off” icon on the bottom. The system will ask your confirmation. If you need to go back to main menu, touch “Cancel” button; if you need to turn off the system, touch “Power Down” button.

Trouble shooting: if you select PC but the system doesn’t display on the screen or there is no audio, switch to another source once and “Send to Rack Room” and “Send to Classroom” icons to wake up the system, and switch back to PC. If you still have difficult to turn on the system, please contact IT at 55872.
The below images is cable cubby that you can plug in the power for your laptop. And retract HDMI, VGA and Audio cables.