Basic Operational Guide to Media Equipment
Webster 103

Using the Touch Screen Panel

Step 1: Start-up procedures
Press/touch the center button (UH Seal) on the touch screen.

Step 2: Turn on equipment
While waiting for the projector to warm up, turn on the equipment you want to show through the projector. The following media are available in this classroom:

- Blu-ray/DVD/VHS Video Player (located in cabinet below)
- Document Camera (located on desktop)
- PC Computer (located in cabinet below)

External devices such as laptop computers and other video/audio equipment may be connected through:

- VGA Cable (located on shelf)
- Auxiliary Panels (located left of the touch screen or in cabinet below)

Step 3: Select media
When the menu screen appears, select the type of media equipment you will be using.

The media equipment in this classroom has been provided by the Center for Instructional Support. Call 956-8075 for any questions, problems, or concerns. Visit our website at: http://www.cis.hawaii.edu.
Step 4: Close-down procedures
Press/touch the **red “System Off” button** located in the lower right-hand corner of the touch screen.

On the next screen, Press/touch the **green “YES” button** to turn off the projector. Turn-off all media equipment.

You can control the Blu-ray/DVD/VHS Combo Player through the touch screen. The following controls will appear after you select the media you are using.

**For playing VHS Videotapes:**

- **Rewind**
- **Play**
- **Fast forward**
- **Pause**
- **Stop**

Press “Full Screen VHS” if you would like to view the image being projected on the touch screen with the set of controls.

**For playing Blu-ray and DVD discs:**

- **Rewind**
- **Play**
- **Next chapter**
- **Fast forward**

Press “Full Screen Blu-ray” if you would like to view the image being projected on the touch screen with the set of controls.
**PC Computer**—located in cabinet

1. Press **Power** button to turn on PC Computer
2. Press **Open/Close** button to open and close Blu-ray/DVD tray
3. Use Blu-ray-DVD/VHS controls on Touch Screen Panel (left)

**Blu-ray/DVD/VHS Video Player**—located in cabinet

1. Press **Power** button to turn on Combo Player
2. Press **Open/Close** button to open and close Blu-ray/DVD tray or Press **Stop/Eject** button to eject VHS tape
3. Use Blu-ray-DVD/VHS controls on Touch Screen Panel (left)

**Auxiliary Panel**—located in cabinet

(to attach other external sources to the projection system)

**Auxiliary Inputs**—located on counter
(to attach other external video sources to the projection system)

**VGA Cable w/Audio**—located on shelf (to attach external laptop computers to the projection system)

1. Attach VGA cable before turning on laptop computer.
2. If no display occurs, hold down “Fn” key and press the function key with the monitor icon or the function key with the designation “LCD/CRT” to enable projector display. Function key will vary depending on laptop brand.
3. Recommended laptop display settings: 1280 x 800 @ 85Hz

Note: Internet access requires UH login and password.
**Document Camera** — located right of counter

**Setting up:**

1. Press **Power** button to turn on Desktop Visual Presenter
2. Turn on **Lamp**
3. Adjust **Zoom**
4. Adjust **Focus**

**Closing down:**

**TURN OFF POWER**

1. Press **Power** button.
2. Hold and press button 1. to change frequency

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**i>Clicker® Audience Response System** — located right of touch screen

**i>Clicker® base**
Plug USB drive containing i>Clicker® software into any USB port

**i>Clicker® instructor remote**
(available at CIS)