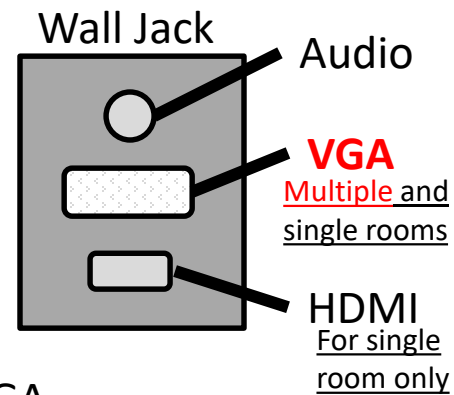
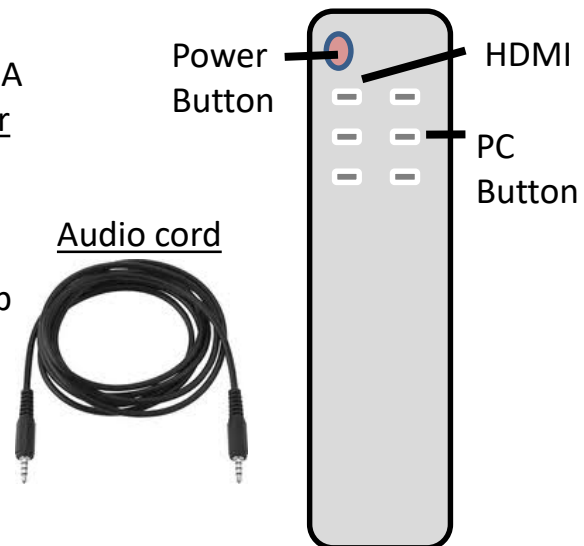


MULTIPLE ROOM USE: Instructions for connecting the Projector in *more than one room*

- Obtain the tray from the equipment cabinet for one of the rooms reserved. [Remotes are interchangeable -- work with all projectors.]
- Using the Remote Control, turn on the projector(s) (pointing to the projector in each room) and **select PC**.
 - To confirm the projector is on, 2 blue lights will illuminate on the base of the projector. (1 indicates power; 1 indicates the projector is 'on').
- Connect the **VGA cable** to your laptop and the wall jack. **HDMI is for single room only and will not link to multiple rooms.** [Make sure you are connecting to the room selected on the reservation form.]
 - If your laptop does not have a VGA port, use the HDMI port plus the HDMI to VGA converter.
 - NOTE: If your laptop does not have a VGA or HDMI port you will need to bring your own converter to VGA.
 - Choose the PC option on the projector remote control.
- Connect the audio cord (gray) from your laptop to the wall jack (connect even if your presentation has no sound, for grounding & to prevent a buzz).
 - **If using the converter, set the sound on your laptop to 'SPEAKERS OUT' or headphone jack. [The projectors do not have a sound component.]**
- Turn on the laptop.
- All laptops are different so use the display controls on your device to connect the projector if it does not automatically connect.
- To turn off the projector, press the power button and a message with instructions to 'press again to confirm' and the cool down cycle will begin.



Remote Control



The projector instruction manual is kept in a folder in the equipment cabinet.

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