Quick Start Guide

- Power On
- Audio + Lighting
- Computer + Laptop
- Document Camera
- Power Off
System: Power On

1. The Crestron is located on the desk in the front of the room
2. Touch blank Crestron screen to wake up screen
3. Touch the screen to power the system on

Projector: Power On

1. Touch the On button to power on the projector
Wireless mics (found on the desk) must be turned on by sliding the button into the **ON** position.

**Volume** = microphone and computer volumes

Up and down arrows increase and decrease the levels.

**Mute** buttons silence and engage the audio.

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All Lights On

All Lights Off
1. Touch **PC** to display the room's built-in PC on the projector

2. Insert USB flash drive here

   note: PC has Microsoft Office and Internet connectivity

**Computer**

1. Touch **Laptop** to display the room's built-in PC on the projector

2. Connect VGA cable to laptop (located on the desk)

3. Make sure laptop is in external display mode (Fn+F8, or equivalent)

**Laptop**

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**Power On** | **Audio + Lighting** | **Computer + Laptop** | **Document Camera** | **Power Off**
1. Touch **Doc Cam** to display the document camera on the projector

2. The document camera is located on the desk

3. Lift and pull green tab on arm of document camera to lift arm

4. Place the document on the document table

5. Use the zoom wheel on the document camera to zoom in or out

6. Images can be stored to the document camera’s memory by pressing and holding a numbered button (press button until the number bounces back out). Press number again to return to saved image.
System: Power Off

1. Pressing the **Sys Off** button will shut off the system.

   ![Control Panel Image]

   note: once the system is powered off the room lights will also turn off, the room will be dark

2. Questions or problems with the classroom technology in this room?
   Contact Pratt IT. We can only help if we know.