Smart Classroom Guide

The Smart Classrooms are equipped with a projector, computer, DVD/VCR player, speakers, and a screen. You can also bring in your own laptop to use with the projector.

IMPORTANT: Cabinet keys to the Smart Rooms are kept with Deans and the Evening Office. Be sure to lock the classroom door and the cabinet door before leaving the room. Please turn off the projector, as well.

1 Open the cabinet and turn on the main power switch located on the upper left-hand side of the cabinet.
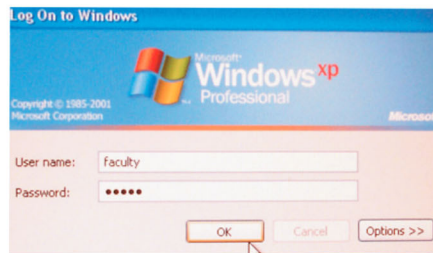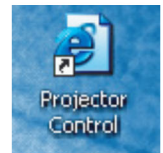
2 Turn on the computer.

3 To log into the computer, you will need to indicate the following:

> User name: **faculty**
> Password: **nycct**
>
> *Click*   **OK.**

4 To open the projector's menu, double-click on the Projector Control icon on the computer's desktop.
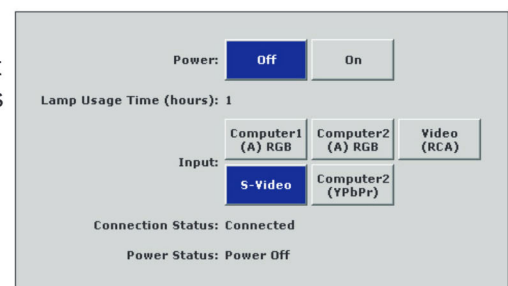
5 From the Epson Projector Menu, click the On button to turn the projector on. It will take approximately a minute for the projector to turn on. When the On button is blue, the projector is on.

6 **The Epson Projector Menu**

Input: allows you to switch between the different devices that will be projected. The button turns blue shortly after you click on it.

- **Computer1 (A) RGB:** Select for the computer in the cabinet.
- **Computer2 (A) RGB:** Choose this for a laptop.
- **Video (RCA):** Select for the VCR.

N226 Epson PowerLite 81P

- **S-Video:** Select for the DVD Player.
- **Computer2 (YPbPr):** **NOT USED**. *Do not select.*

7 **Controlling the Audio:**
Use the Stereo Mixer Panel inside the cabinet.
To adjust the volume, turn the knob of the input device, such as **Stereo 2** for the desktop computer, then turn the **Master** Volume knob.
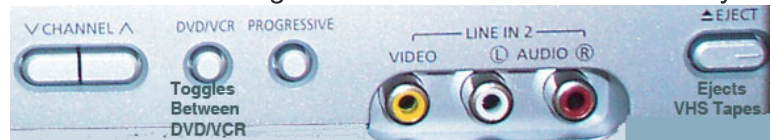
Smart Classroom User's Guide Cont.

8 DVD/VCR Player:

Left-hand side of the DVD/VCR Player

Right-hand side of the DVD/VCR Player

a. Press the **Power** button to turn on the player.
You will need to press the **DVD/VCR** button to toggle between the DVD player and VCR player.
(Note: To play a CD, use the computer – NOT the player, which is for DVDs.)
b. To project the DVD, switch the Epson Projector Menu Input to **S-Video**.
To project the VCR player, switch the Epson Menu to **Video (RCA).**

9 Guest Computer/Laptop:

You can bring your own laptop and connect it to the projector and Internet.

• To connect your laptop to the projector, take the **RGB cable** and plug it into the **VGA port** on your laptop.

RGB Cable

VGA Port

• Connect an Ethernet jack (not phone) from your computer to the open jack found on the classroom wall. (**DO NOT** yet turn on the laptop.)
• Turn on the desktop computer (inside the cabinet).
• From the desktop computer, open the **Epson Control Menu** and turn **Power ON**.
• Now switch to **Computer2 (RGB)**, which will project from the laptop.
• Finally, turn on the laptop (after completing the steps above).

10 Be sure to shut off the projector before you leave the room.
(Replacement bulbs cost around $400!)
a. Turn off the projector through the Epson Control Menu by clicking the Off button. It will take up to a minute to turn off. When the button turns blue, the projector is off.
b. Turn off the **DVD/VCR** player if it is on.
c. Shut down the computer by going to the Start button and clicking Log Off.
d. Choose **Shutdown** and click **OK.**

11 Turn off the power switch in the cabinet.

NOTE: For help using the equipment or installing **LICENSED** software, call ITMS at ext. 5140.
For problems with equipment or replacement bulbs, call ext. 5523.