

Smart Room Podium Instruction

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Win PC = When you touch this button it will automatically turn on the ceiling mounted projector. You will need to turn on the computer on the bottom left shelf in the podium. Key board and mouse are located to the right under the top of the podium.



Laptop = When you touch this button it will automatically turn on the ceiling mounted projector. You will need to connect the cords located in the Crestron box under the touch panel. You will have a blue internet cable, 15 pin cable and a beige audio cable. *(MAC users)* you must have the little white adaptor to your computer before you will be able to use this 15 pin cable. You will plug the 15 pin cable in to the white adaptor and the white adaptor will insert into your computer. *(Window users)* after you get the 15 pin cable plugged into your computer you will have to hold down your Fnc (function) key and which ever F button to get the screens to show up (normally it is the F5 or F8 button. You will need to do this up to 3 times until you get the screen to project on the screen.

Mac = When you touch this button it will automatically turn on the ceiling mounted projector. You will need to turn on the computer on the back of the little white computer. Key board and mouse are located to the right under the top of the podium.

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USB Connection = We have marked which cables are for Mac and PC (windows). When using the computers in the podium this is where you would put the wireless remote USB end. Also, this is where you would insert your thumb drive.



Document Camera = When you touch this button it will automatically turn on the ceiling mounted projector. The document camera is located on the left hand side in a locked drawer. You must raise up the head and the 2 side lights (1 on each side). The on button is located on the top right hand side. This is for papers not transparencies.

Turning off system – When you are finished using system: Turn off computer, document camera needs to be lowered and pushed in drawer and locked, all cords should be put back where they belong, DVD/VCR should be turned off, wireless remote should be put back on lower shelf where computers are located. All drawers and cabinets should be shut and locked up. When you touch the EXIT button on the Main Menu this will turn off the projector. The projector will take a couple of minutes to go off.

IF EVER ANY PROBLEMS WITH THIS PODIUM OCCUR, PLEASE CONTACT JAN WARD AT EXT 235 OR Janis.ward@ttu.edu