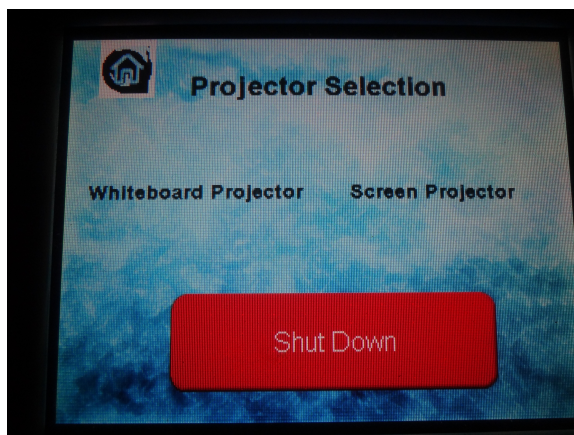


Users' Guide - Polk Library 020 & 022

The touch panel is located on the computer cart.

The screen will appear blank/black when idle, touch anywhere on the screen to wake it up. Select **Begin** to start session.



At the projector selection screen there are two options - select one.

Whiteboard projector

This is the SMART board projector that displays at the side of the classroom

Note: The DVD/VHS Unit cannot project on this screen

Screen projector

This is the projector that displays to the front of the classroom

Select desired projector to get to the submenu.

Select **On** in the lower left hand corner to turn on the projector.

Both projectors can be on, to return to the projector selection screen press **Prev**

Select the desired input from the options across the top.



Computer Projection

Turn on computer if not already on

Select **Computer** on Sources screen

Volume control can be manipulated through the computer as well as on the touch panel display

Laptop Projection

If using laptop, remember to bring any additional adaptors necessary for connecting the laptop to the projector

Connect laptop using VGA connection in teaching station

If unsure how to extend or duplicate the display from the laptop to the projector consult the laptop's users' manual or the UW Oshkosh Knowledge Base.

Select **Laptop** at the Sources screen to display connected laptop



DVD/VCR Projection

The DVD/VHS Unit is located in the equipment tower.

If necessary, press the open/close button to eject the disc tray, place media, and then close tray with the same button

Utilize the touch panel to play, fast forward, or rewind media

Remember to retrieve media once class or media is finished

Document Camera Projection

Power switch on document camera must be manually switched on

Select **Doc Cam** on the Sources screen to display document camera

Iris, focus, and zoom controls can be managed on the document camera itself or on the touch panel display.

Shutting the System Down:

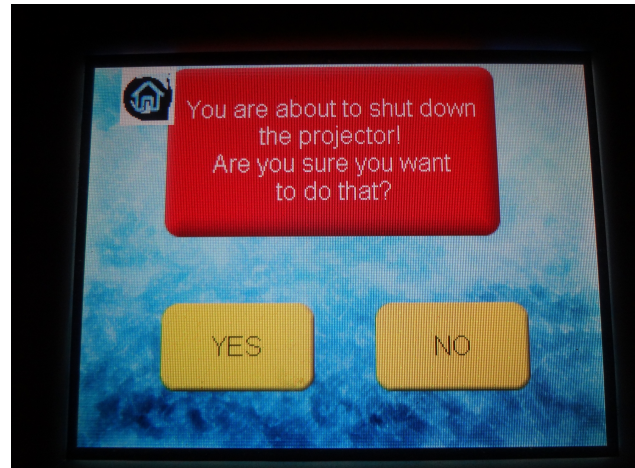
Press **Prev** on the source screen to get to the projector selection screen.

Select **Shutdown** on the touch panel

A second prompt will appear to verify this action select **Yes** to shut down the system.

The projector(s) will turn off with this action.

Please restart the computer at the end of the session



To report problems with classroom technology or request training contact the **Information Technology Help Desk** via email: helpdesk@uwosh.edu or phone: 920-424-3020.