

Welcome to Frederick Community College. Room E108 is set up to handle your presentation needs in an efficient manner. Your computer presentations such as PowerPoint will run and be projected on a large screen through an LCD ceiling mounted projector. Your DVD and VHS video can also be projected through the projection system. You can also hook your laptop computer to the system.

Welcome To E-108

This wall plate allows you to manually raise and lower the screen. It is located on the wall beside the desk. The Extron controller is located in the same area.

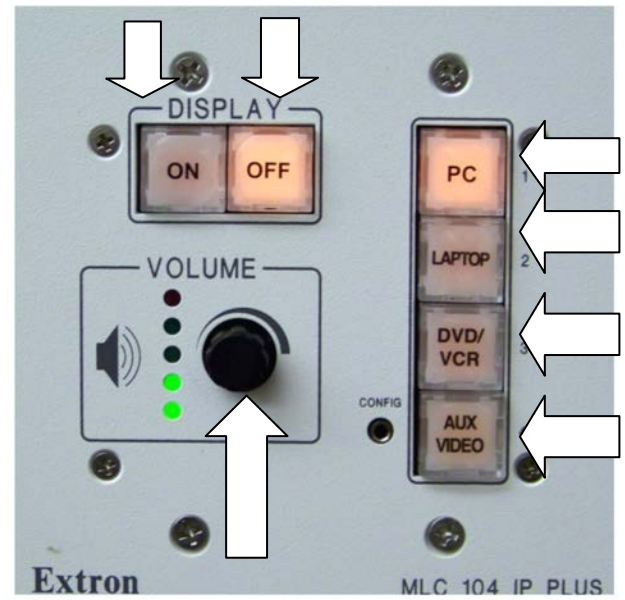
IF YOU EXPERIENCE SOUND PROBLEMS WITH THE COMPUTER- PLEASE CHECK SPEAKER ICON IN SYSTEM TRAY LOCATED IN THE LOWER RIGHT CORNER BY CLOCK AND MAKE SURE IT IS NOT MUTED.



To activate the lighting system in the room you must locate the switch on the wall and press the top button. This will turn on the lights to full intensity, as you go down the line of buttons the lights will go dimmer. The second button usually works best for presentations allowing enough light for taking notes but not too bright to make the screen not viewable.



This is an Extron controller-fancy name for a big remote control. The basic controls of the room can be handled by this unit. A brief definition of terms: **Source**-choose the item you want projected on the screen. **PC**- computer in podium **Laptop** - means laptop if connected through cable in podium. **DVD – VCR** is VHS/DVD unit in cabinet in wall behind podium. The **DISPLAY** buttons turn the projector **ON and OFF** . The **volume** button controls all volume of sources going to the projection system.



This is a ceiling mounted LCD projector. It will project images from the computer and video equipment located in the room. On the lower right corner of the projector you will see a small red and green light glowing. These lights let us know the projector is ready for service. If you see no lights on this means the power has been turned off at the projector or the possibility of a tripped circuit breaker.



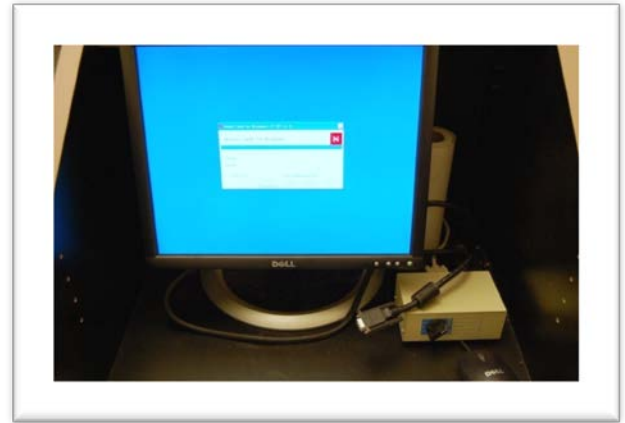
The wall cabinet contains a DVD/VHS unit with a cable TV tuner

The VHS unit is in the bottom of the cabinet. It will play VHS tapes and DVDs also acts as the cable tuner for the system. Music can be played through the projection system with this unit

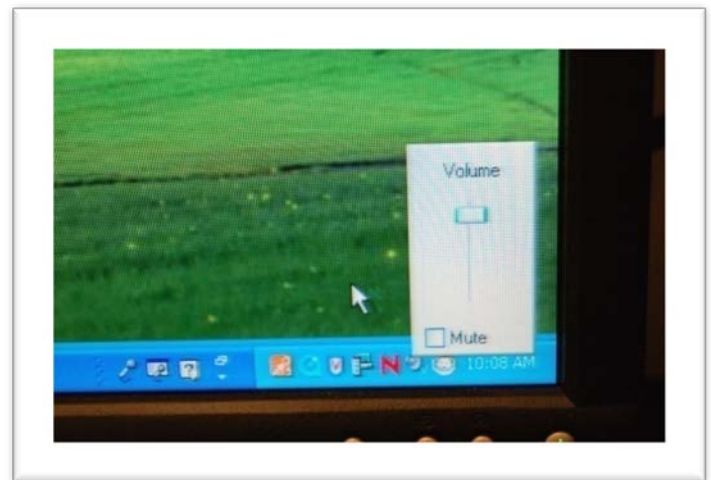
Make sure the POWER SWITCH is ON. This must be ON or the system will not work.



The desk contains a built in computer. The **computer** in this room has an auto-log feature. You don't need a name and password to use. A laptop connection is available in the podium and the connecting wire is plugged in the back or side of the laptop, use the FN key and either F5 OR F8 on most computers to switch laptop screen to projection screen.



The volume can be controlled two ways. First make sure the volume button is turned up on the computer screen by clicking on the speaker button located on the bottom right bar, right hand side of screen. Second, check the volume button located on the Extron wall mount remote and make sure volume is turned up. Check computer to be sure the "mute" button is not engaged.



If you still need assistance, Help Desk Support is available:
Monday through Thursday 8am to 8pm
Friday 8am to 4pm and Saturday 8am until 2pm
From an internal phone call X-3333
From a cell phone or off campus call 301-846-2400
#3333#

