Presentation Classroom Instructions - HSFAC 149

Instructions available online at <u>www.baylor.edu/astc/instructions</u>

HSFAC 149 is equipped with a projector, iMac computer, VCR, and connections for a laptop. The system is automated with an AMX touch screen controller.

Touch Panel

The AMX touch screen controls the devices in the room. It is located on the top right of the console.

To start the system:

- 1. Touch the screen anywhere on the touch panel to activate the system.
- 2. Touch START in the lower right hand corner of the screen.
- 3. The main menu appears with input icons on the left. Touch the icon for the desired device.



Volume Controls

- Use the SPEECH VOLUME arrows to control the volume of the microphones.
- Use the PROGRAM VOLUME arrows to control the volume of audio from the selected input.
- The MUTE button under the volume meter will quickly turn off the sound. Press the MUTE button again to turn the sound back on.

Lighting Controls

• Room lighting can be controlled by the buttons on the upper right-hand corner of the touch panel.

For immediate assistance or to report a problem, call/text 254-307-1614 (Classroom Technology Services). For other questions, suggestions, or training, email <u>ASTC@baylor.edu</u> (Arts & Sciences Technology Center). Page 1 of 2 / Last Updated: 6/28/2011 by Jeremy Lindsay

Instructor iMac

- 1. If the computer is turned off, press the power button on the bottom left rear of the iMac.
- 2. Log in with your BearID and password.
- 3. Touch MAC/LAPTOP on the touch panel screen to display the screen to the projector.
- 4. Control volume using the PROGRAM VOLUME arrows on the touch panel.

Laptop

- 1. Connect the VGA (video) and audio cables stored on the console to your laptop.
- 2. Power on the laptop.
- 3. Touch MAC/LAPTOP on the touch panel screen.
- 4. If the laptop image does not appear on the screen:
 - If using a Dell laptop, simultaneously press the FN and F8 keys to cycle through the laptop display settings.
- 5. Control volume using the PROGRAM VOLUME arrows on the touch panel.

VCR

- 1. Insert VHS tape in the unit.
- 2. Touch VCR on the touch panel screen.
- 3. Control the VCR using the controls on the touch panel.
- 4. Control volume using the PROGRAM VOLUME arrows on the touch panel.

To Shut Down the Room: 1. Log off the computer 2. Touch the EXIT button. 3. Touch OFF.