INSTRUCTIONS FOR USE OF ROOM 104

To Turn ON the Projector:
1. Press the Power button (red, top left button) on the Panasonic remote control. Wait 10 seconds for the motor to start.
2. The projector will take 60 seconds to warm up.

To Turn OFF the Projector:
1. Tap the Power button on the Panasonic remote control, then tap it again after the “Power off?” message appears on the screen.
2. The Data Projector will take 90 seconds to cool down.

Please remember to turn off the Data Projector when you are finished! Turning off the Projector saves energy and preserves lamp life!

To use the computer in 104:
The computer will auto-login. If the computer asks for a password, restart the computer.

1. Hit RGB button on top-right of Panasonic projector controller (see picture at top).
2. Blue button under desk switches input between PC (1) and laptop (2). The green light should be lit next to 1 (left).

To plug in USB drive: Locate hub with 4 USB slots above blue button. Plug into any one of four slots. Drive will show up in “My Computer.”

To Play a DVD or VHS tape:
1. Insert media into the DVD/VHS player.
2. Press “Video” on the projector controller (picture at top)
3. Press play on the DVD/VHS player or on the DVD/VHS remote control.

To Connect a Laptop:
1. Connect the Laptop using the blue cable located near the computer.
2. Connect the USB cable to your computer to use the mouse.
3. For Laptop Audio, plug the Mini-cable into your laptop’s headphone jack.
4. Turn on your laptop, if you have not done so.
5. Hit RGB button on Panasonic projector controller (top right).
6. Blue button under desk switches input between PC (1) and laptop (2). The green light should be lit next to 2 (see photo above).

To Control Volume:
The volume controller has up/down arrows. Pushing either of these will take the volume off mute if it is on mute. You can also control the volume of the computer using the audio settings on the computer.

If you have questions: Contact Kristina Bowman at 543-6526 or kriscb@uw.edu.