INSTRUCTIONS FOR USE OF ROOM 126

Note: The computer box is located inside the desk. Turn knob to open. The keyboard and mouse are located in the upper drawer. Twist knob to open.

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 126:
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 (see picture at left).

To plug in USB drive: Locate hub with 4 USB slots on top of desk. 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 (inside desk).
2. Press “Video” button on projector controller. (See picture at top.) Screen should say “Video.”
3. Press play on the DVD/VHS player. (Note: You can also play DVDs using the computer’s DVD drive.)

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

To Control Volume:
Ensure power light on sound box (inside desk) is on. Right-hand knob switches between DVD and PC. To change volume turn knob labeled volume.

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