

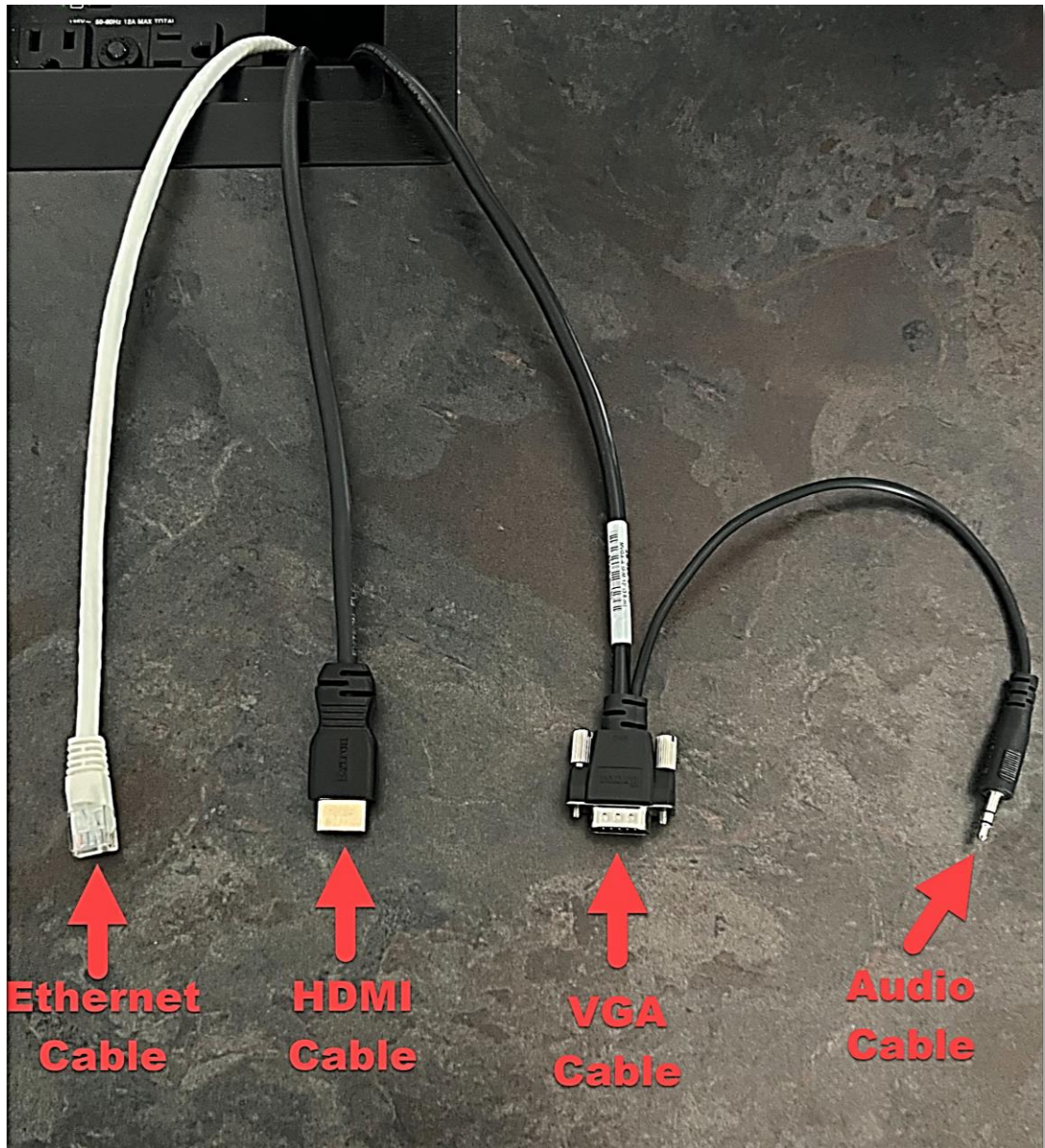
Napa Hall IT Guide

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3. Connecting Laptop to Projector via VGA
4. Connecting Laptop to Projector via ShareLink Pro (App)
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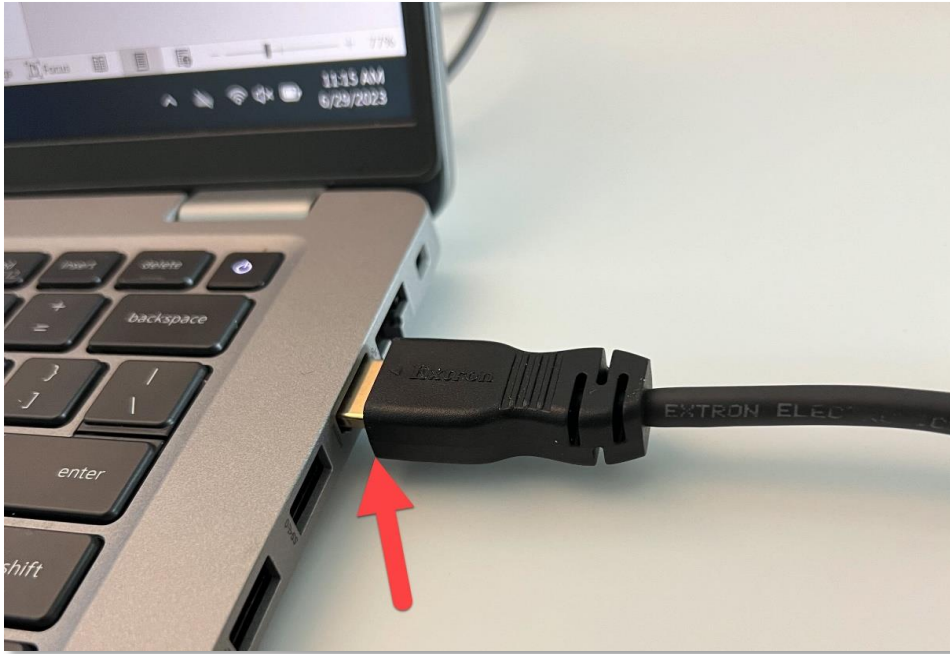
Napa Hall Connections

1. Every Napa Hall Podium comes equipped with an **Ethernet Cable**, **HDMI Cable** and a **VGA and Audio Cable**.

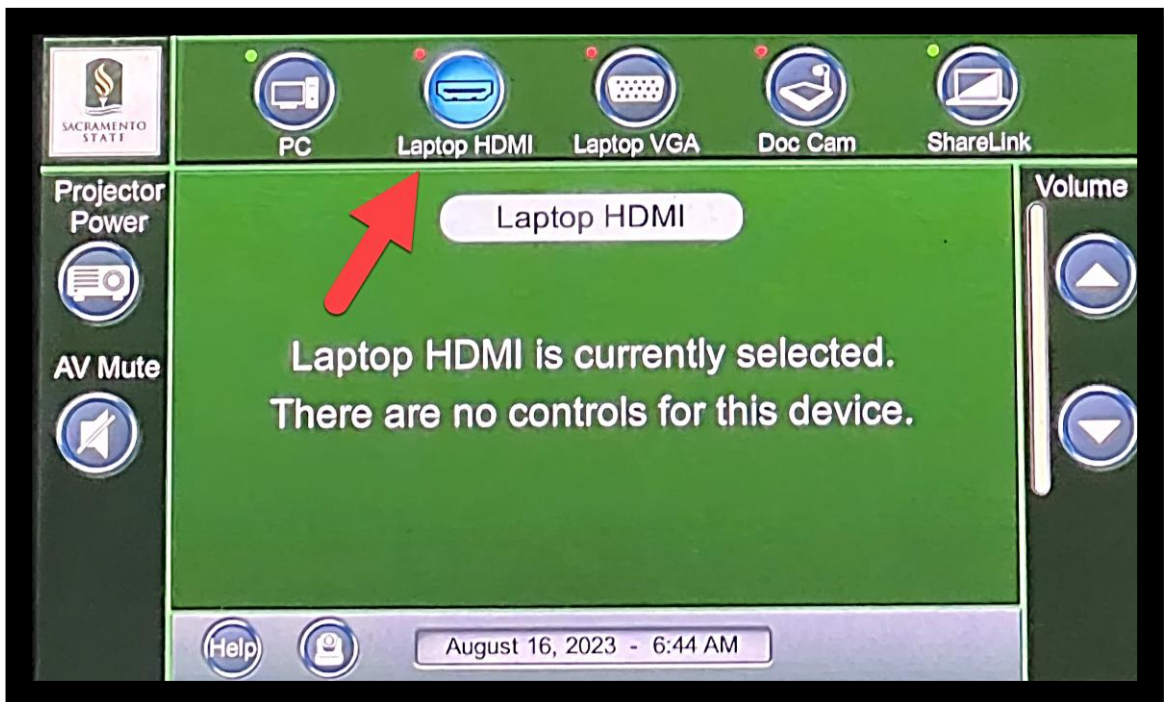


Connecting Laptop to Projector Via HDMI

1. Connect the **podiums** HDMI cable into the HDMI port on your **computer**.



2. **Switch** the source on the touchscreen to **Laptop HDMI**.



Connecting Laptop to Projector Via VGA

1. Connect the **podiums** VGA cable into the VGA port on your computer.
2. Connect the **podiums** Audio cable into the Audio port on your computer.

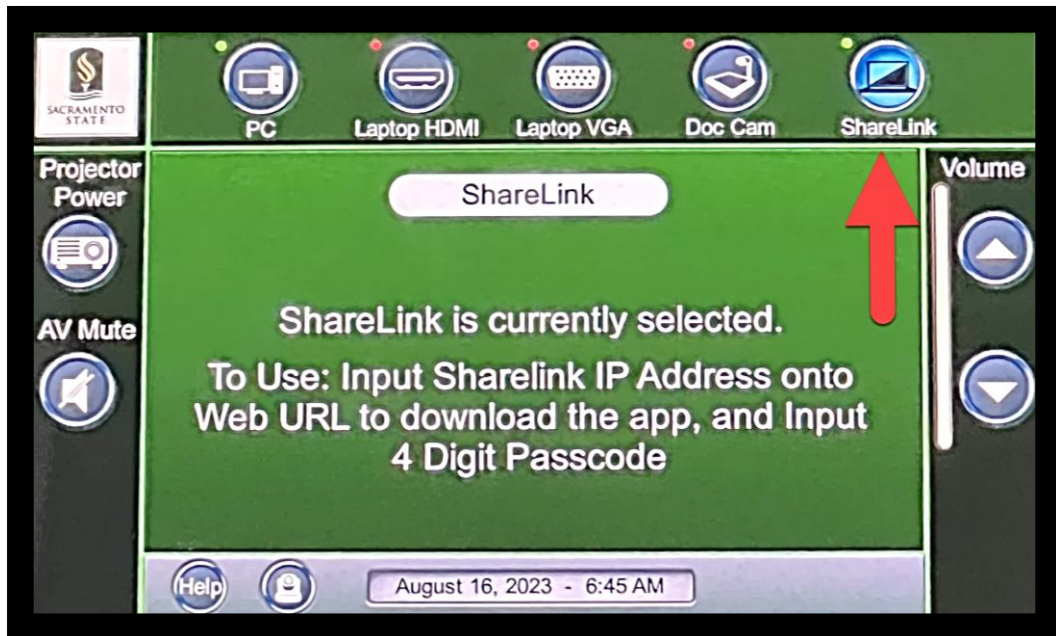


Switch the source on the touchscreen to **Laptop VGA**.

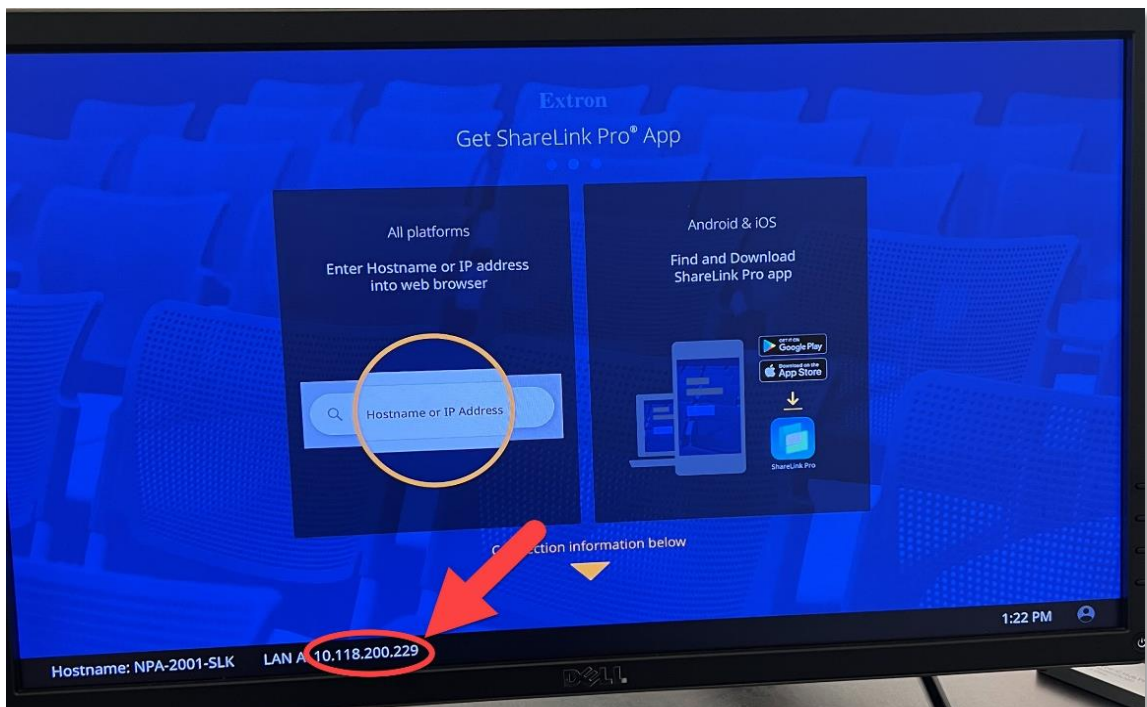


Connecting Laptop to ShareLink Pro (App)

1. **Switch** the source on the touchscreen to **ShareLink**.

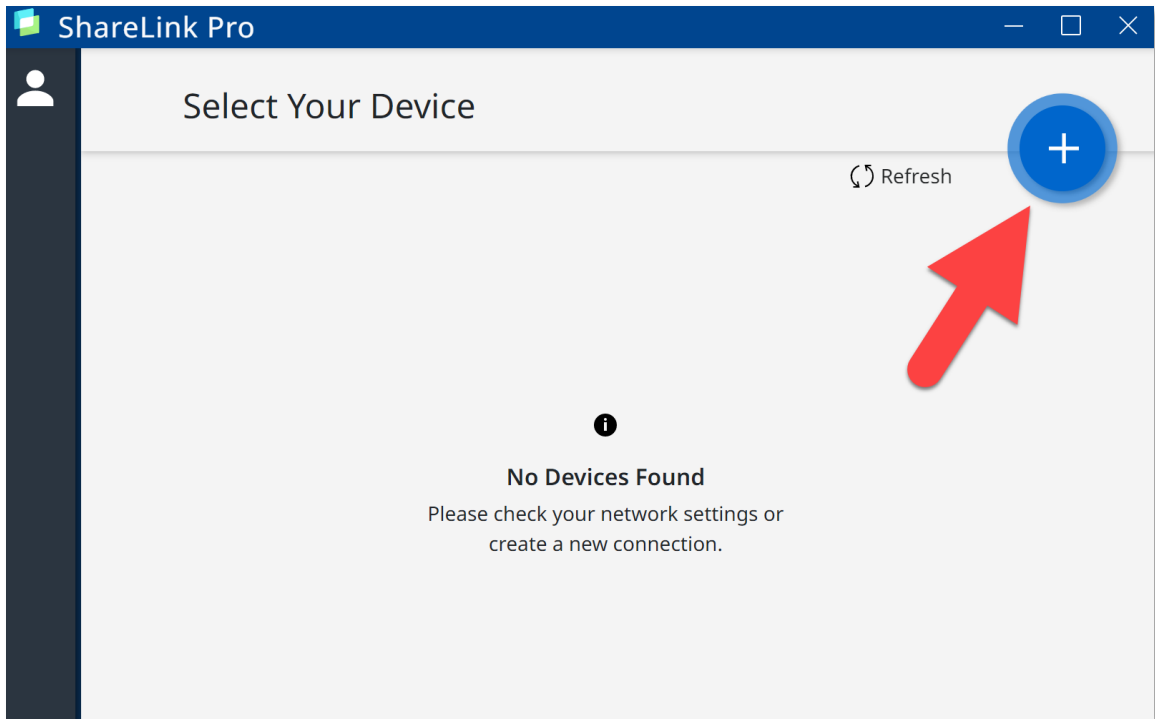


2. You will see the **IP Address** at the bottom of the screen.
Need a better picture.

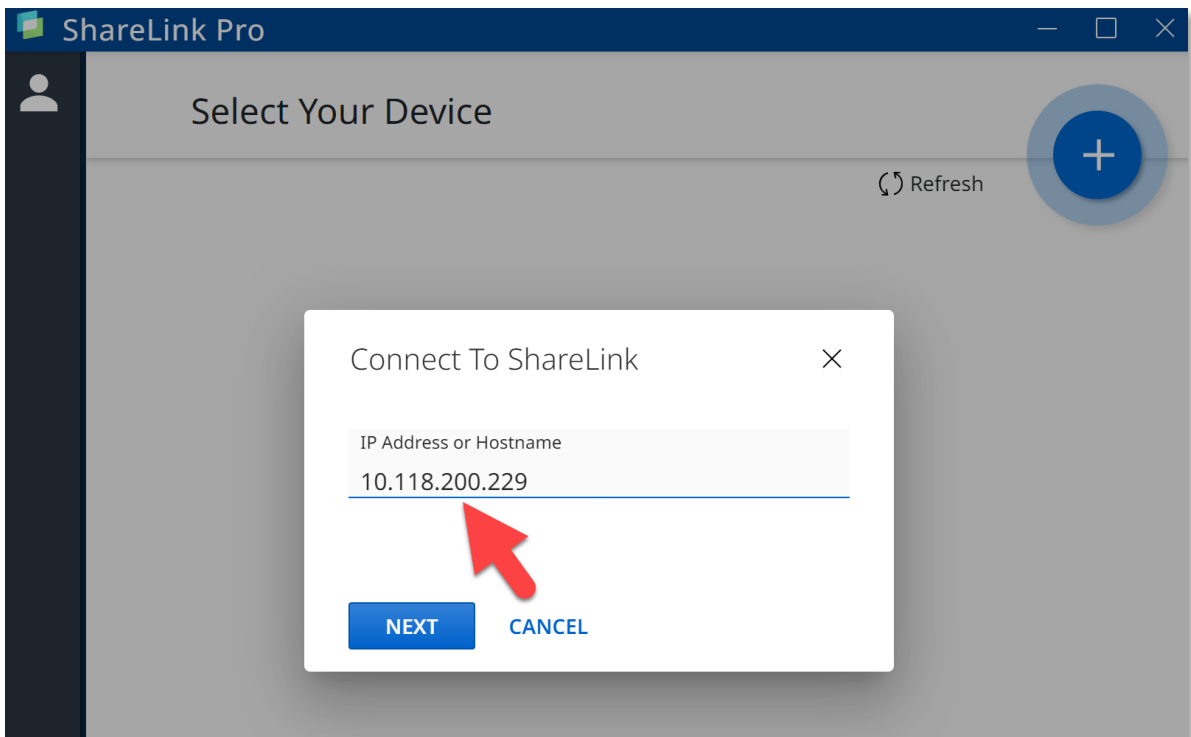


Connecting Laptop to ShareLink Pro (App)

3. Open the **ShareLink Pro** app and **click the Plus Sign**.

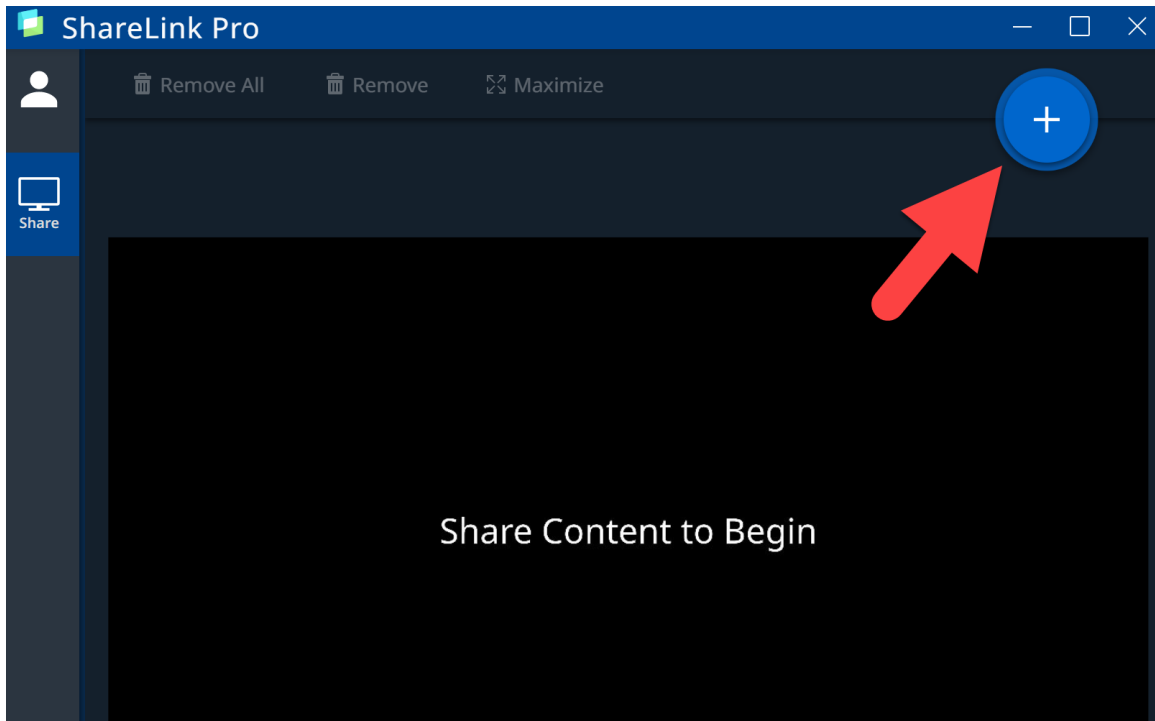


4. Enter the **IP Address** and click **Next**



Connecting Laptop to ShareLink Pro (App)

5. Click the **Plus Sign** to start sharing your screen.



6. Select the **option** you want to share.

Share Content



Mirror Screen

*Displays the users screen on the projector.



Mirror Application

*Displays an application of choice on the projector.

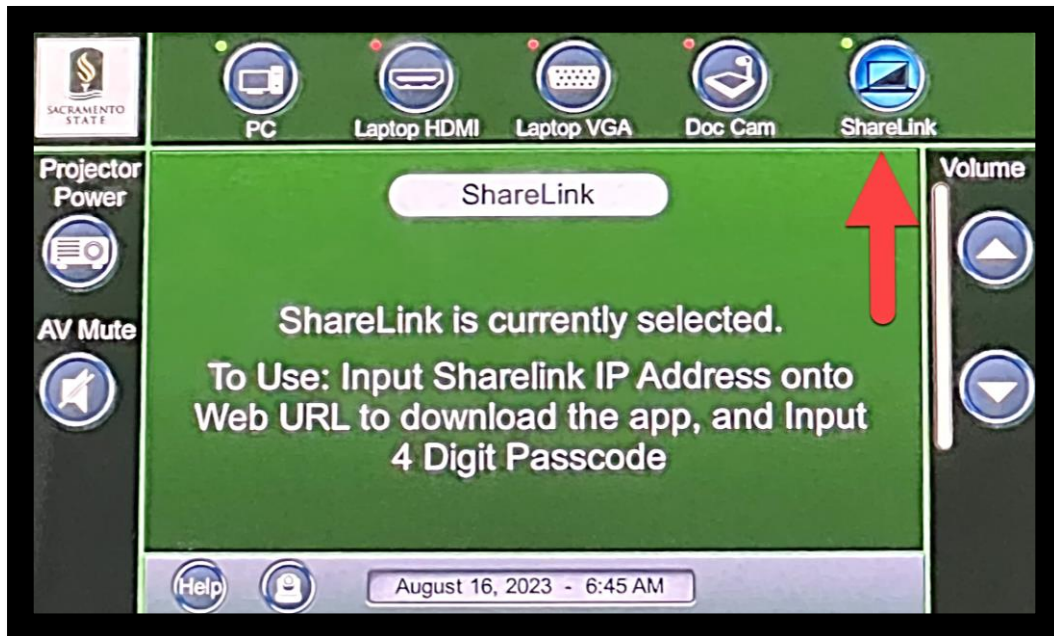


Share Image or Video

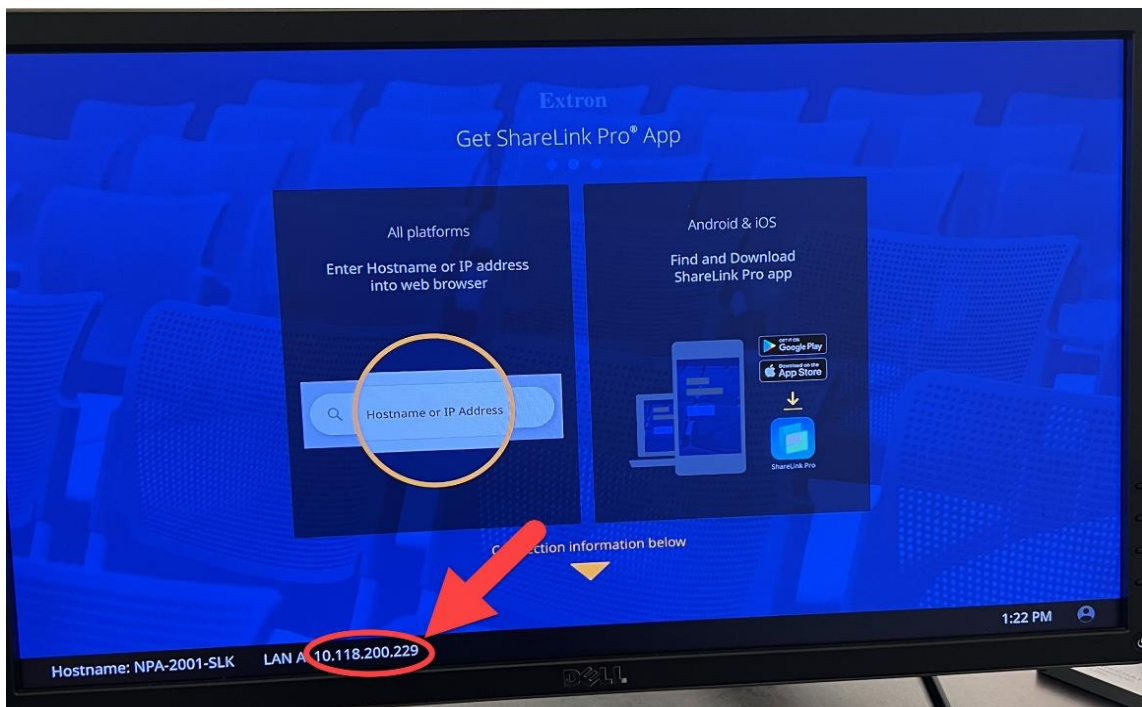
*Displays a picture or video of choice on the projector.

Connecting Laptop to ShareLink Pro (Web Browser)

1. **Switch** the source on the touchscreen to **ShareLink**.

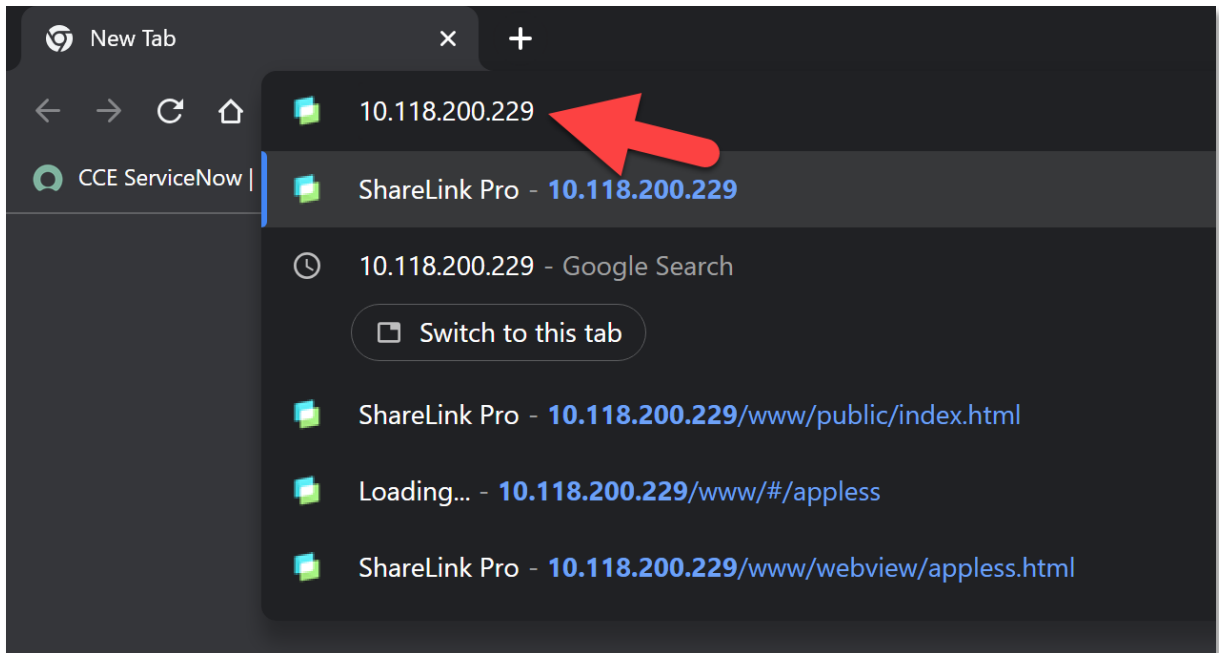


2. You will see the **IP Address** at the bottom of the screen.
Need a better picture.

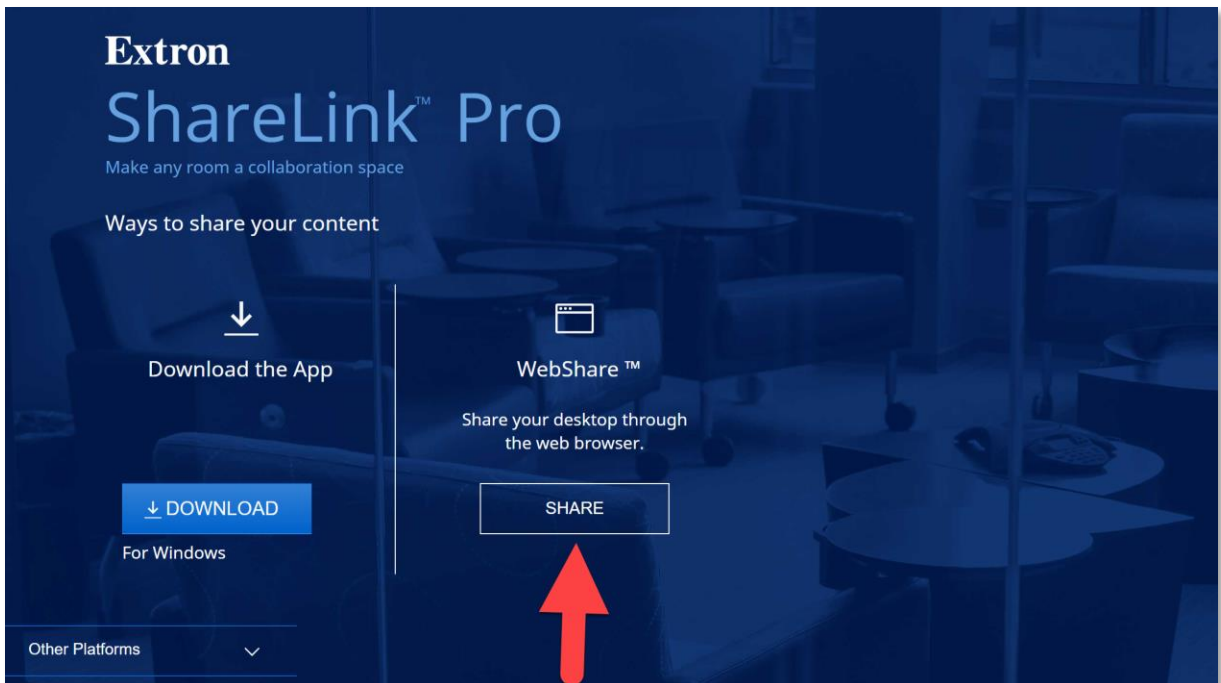


Connecting Laptop to ShareLink Pro (Web Browser)

3. Open your internet browser and enter the **IP Address** in the **address bar** of your internet browser.

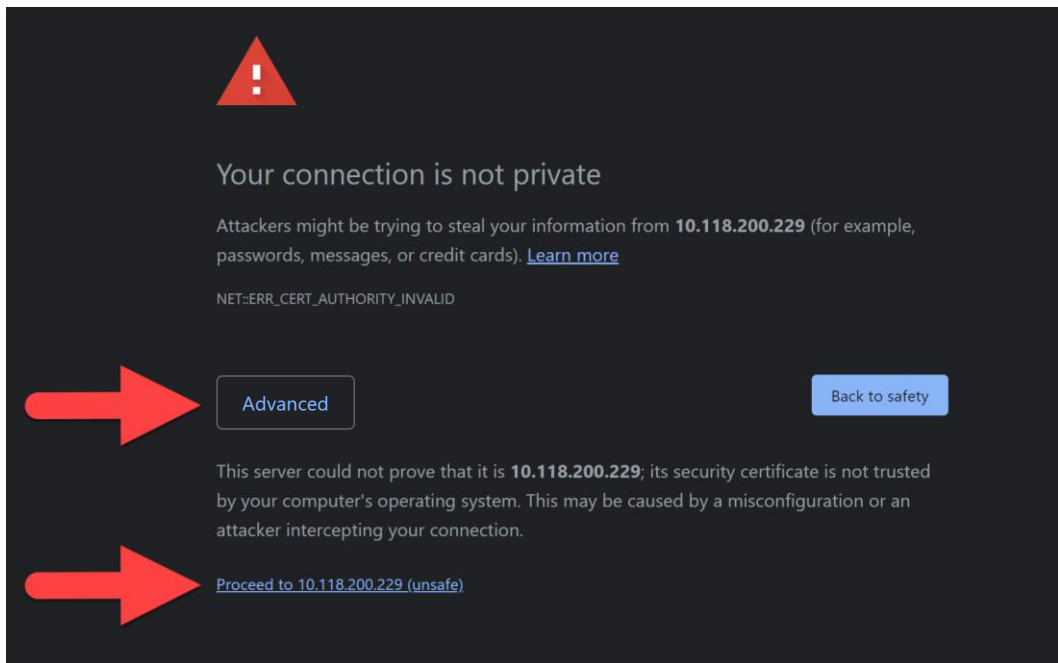


4. You will be redirected to this web page, **click share**.

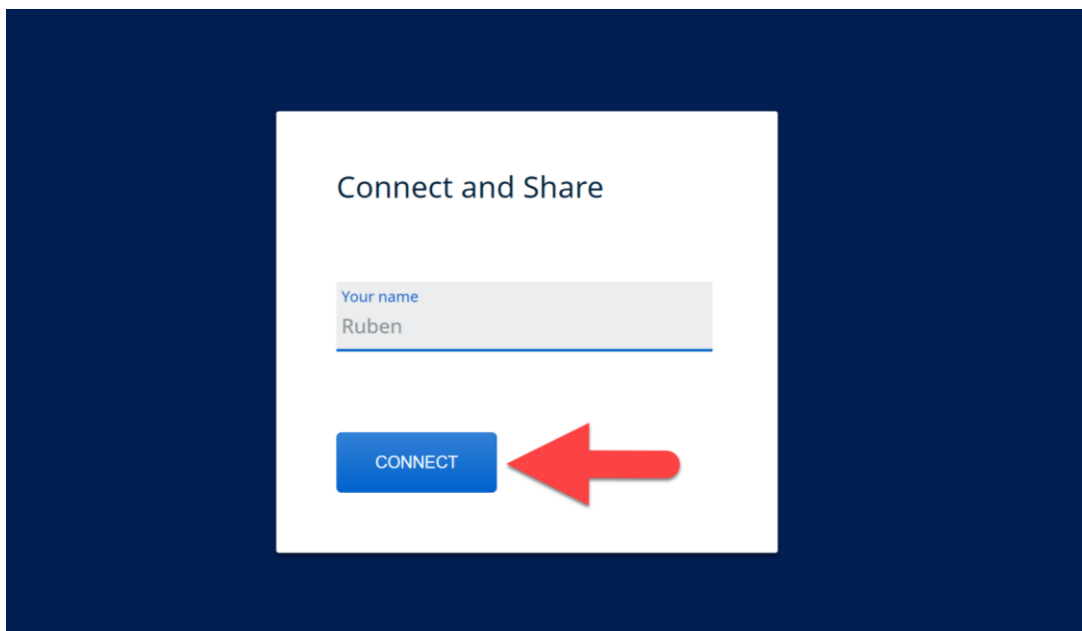


Connecting Laptop to ShareLink Pro (Web Browser)

5. If you get an **error** saying your **connection is not private**. Click **advanced** and **proceed**.

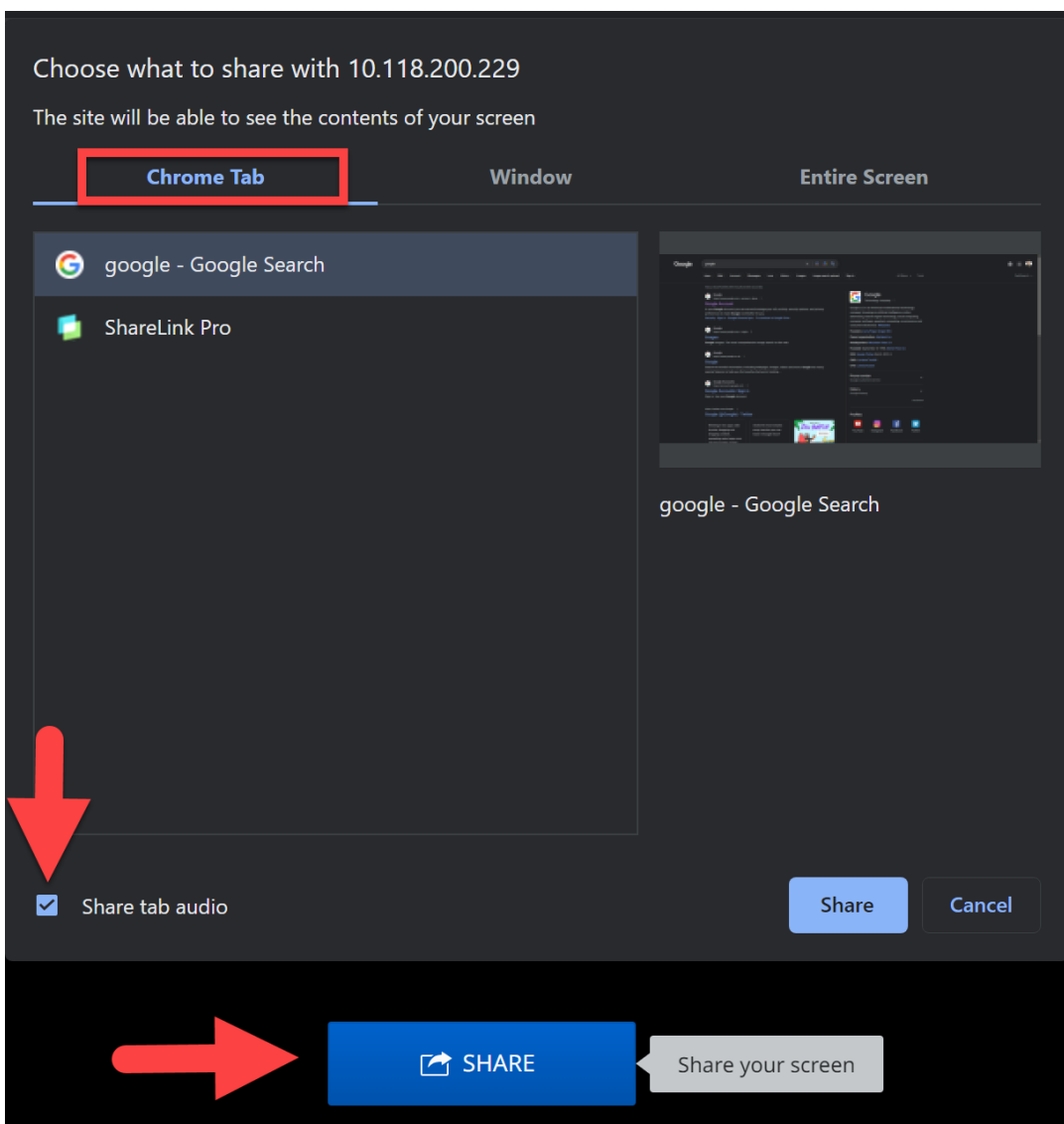


6. Enter your name and click **Connect**.



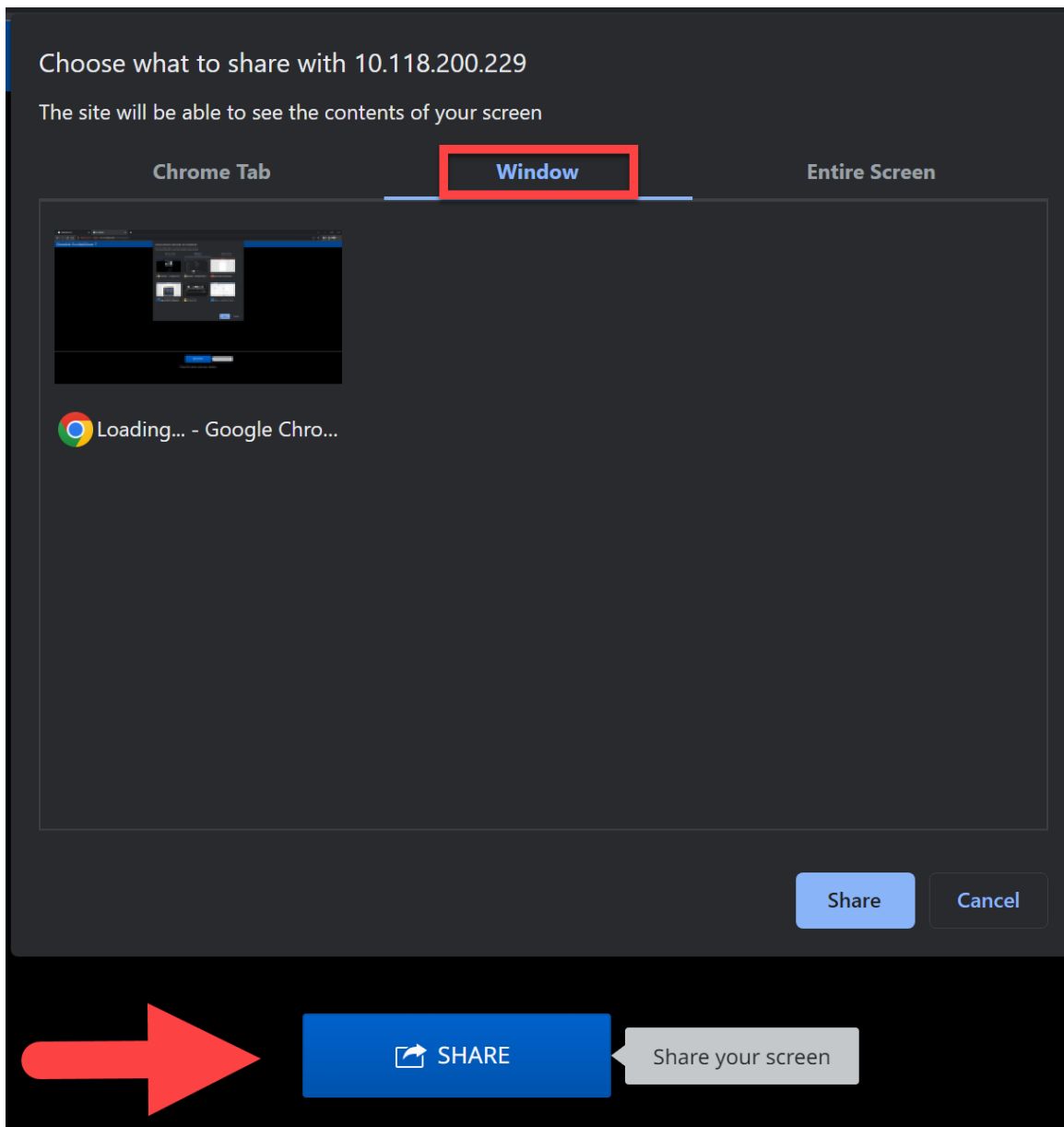
Connecting Laptop to ShareLink Pro (Web Browser)

7. You will be given the option to share a **Chrome Tab**, a Window, or your Entire Screen.
8. Sharing a **Chrome Tab** allows you to pick any open **Chrome Tab** and display it on the projector.
9. Click **Share Tab Audio** to have sound play from the projector speakers.
10. Click **Share** to display the **Chrome Tab** on the projector.



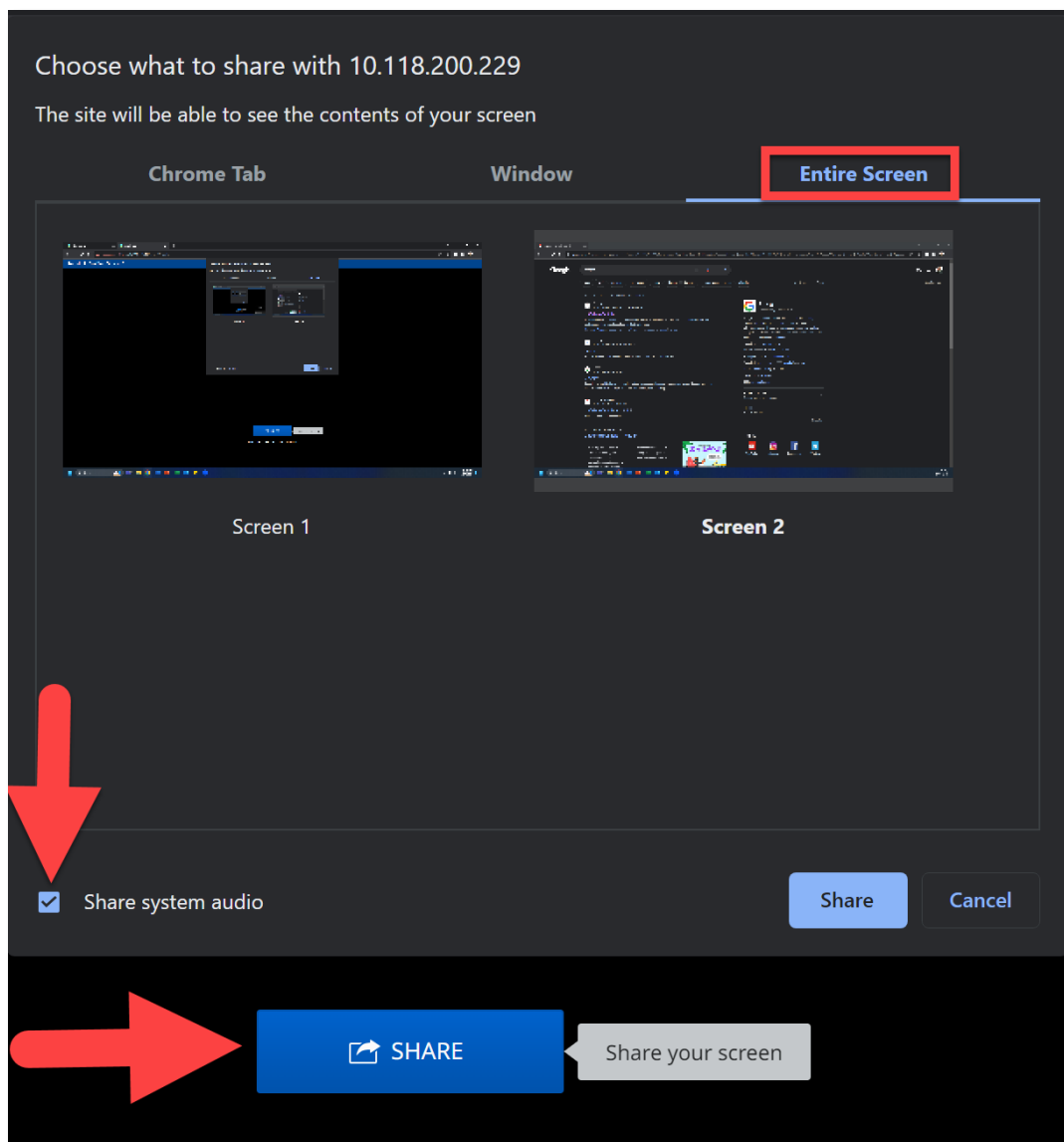
Connecting Laptop to ShareLink Pro (Web Browser)

11. You will be given the option to share a Chrome Tab, a **Window**, or your Entire Screen.
12. Sharing a **Window** allows you to pick any open **Window** and display it on the projector.
13. Click **Share** to display the **Window** on the projector.



Connecting Laptop to ShareLink Pro (Web Browser)

14. You will be given the option to share a Chrome Tab, a Window, or your **Entire Screen**.
15. Sharing your **Entire Screen** allows you to display everything on your laptop screen to the projector.
16. Click **Share System Audio** to have sound play from the projector speakers.
17. Click **Share** to display the **Window** on the projector.



Handheld Microphone

1. Every Napa Hall Podium comes equipped with a **Handheld Microphone** and a Lapel Microphone.
2. **Pull the Handheld Microphone** out of its dock.
3. **Turn on** the handheld microphone by **moving** the power button up to the "on" position.



Lapel Microphone

1. Every Napa Hall Podium comes equipped with a Handheld Microphone and a **Lapel Microphone**.
2. **Pull the Lapel Microphone** out of its dock.
3. **Turn on** the handheld microphone by **moving** the power button to the **right** to the "on" position.

