

For immediate assistance call: 206-221-5000, Option 9

For general requests email: help@uw.edu

OR go to: www.washington.edu/uwit/cte



Select [Send To Projector] to view your source on the projection screen

Turn on the data projector:

- 1) When you have selected your media source, press the [Send to Projector] button. The projector will begin to warm-up, which will take about 60 seconds.

Adjust Volume:

- 1) Program volume will control **ALL** our source materials.

Laptop:

- 1) Connect either the VGA cable or the HDMI cable
- 2) Select [Laptop VGA] or [Laptop HDMI] based on which cable you are using
- 3) Select [Send To Projector]

Blu-ray:

- 1) Select [Blu-ray]
- 2) Use the controls to navigate the media as needed
- 3) Select [Send to Projector]

Document Camera:

- 1) Select [Doc Cam]
- 2) Use the controls to zoom and focus on your presentation material
- 3) Select [Send To Projector]

Wireless Microphone:

- 1) The wireless microphone is located in the drawer of the podium. You will need an IOFA key to access this. The power button is located on the **TOP** of the transmitter pack. A **GREEN** LED will indicate the mic is on.

Lecture Capture:

- 1) This room is equipped to support Panopto Lecture Capture system. For more information please visit <http://www.washington.edu/itconnect/learn/tools/panopto/faqs/> To schedule automated recordings visit <http://www.washington.edu/itconnect/learn/tools/coursecasting/>

CTE may not support the use of personal audio/video or network devices. CTE does not warrant or guarantee that third-party audio/video or network devices will be compatible with the technology installed in this building. If you would like to test your personal equipment in this room, please contact our office to schedule an equipment tutorial. For more information, please visit: <http://goo.gl/NaTFkY>