

# Instructions For Push-Button Controller.



STEP 1. Plug the AV cable (VGA or HDMI) into the Laptop. Power on the laptop.

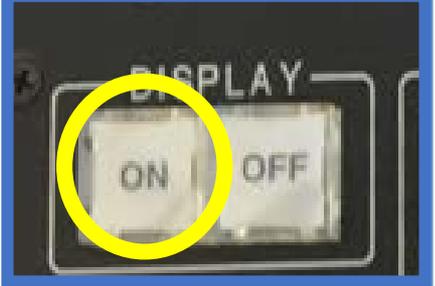


VGA Jack with Audio Plug



OR... HDMI Jack (w/video and audio)

STEP 2. Turn System On. Wait for the ON light to stop flashing.



STEP 3. Make a selection from the input options. *Even if the desired input button is lit up,* please press the button. Please allow 3-10 seconds for image to appear.



STEP 4. Turn the volume knob to desired level.

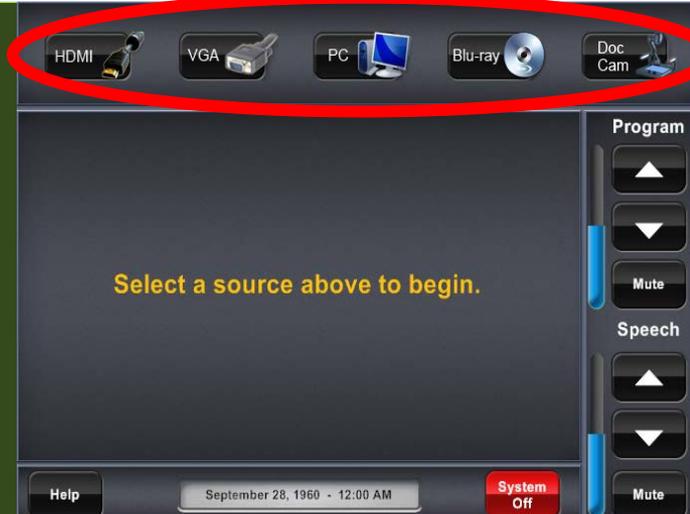


STEP 5. When finished, please turn the system off.

Questions? Call Media Services at: 978-542-2036, option 2.

# To Power the System on:

**Step 1:**  
Press the **Power Button** in the middle of the touch screen, circled in red.



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**Step 2:** Wait for the System to start up.

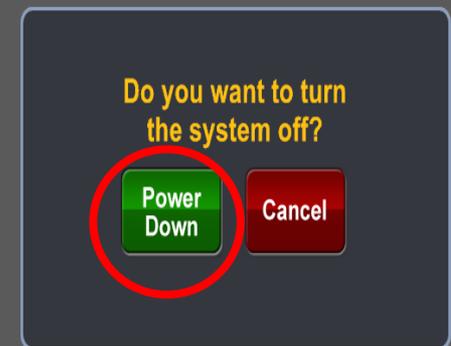
**Step 3:** Select an input from the second row of icons, circled in red, **EVEN IF ICON IS ALREADY LIT UP.**

To  
Power  
the  
System  
off:

**Step 1:**  
Press the **System Off** button circled in red.



**Step 2:**  
Press the **Power Down** button circled in red.



# Instructions for 2 Display Rooms

# To Power the System on:

**Step 1  
of 4:**  
Press  
the **Start  
Button**  
in the  
middle  
of the  
touch  
screen ,  
circled  
in red.



**Step 2 of 4:** Select **Projector** or **Smart-Board** from the top row of icons, circled in red.



**Step 3:** Wait for the Projector(s) to warm up and the projection screen to descend.

Questions? Call Media Services, 978-542-2036/opt. 2

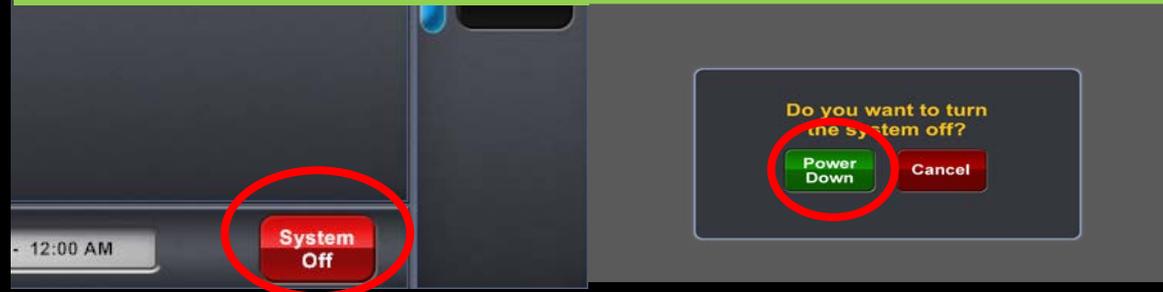
**Step  
4:** Select  
an input  
from the  
second  
row of  
icons,  
circled  
in red,  
**EVEN IF  
ICON IS  
ALREADY  
LIT UP.**



# To Power the System off:

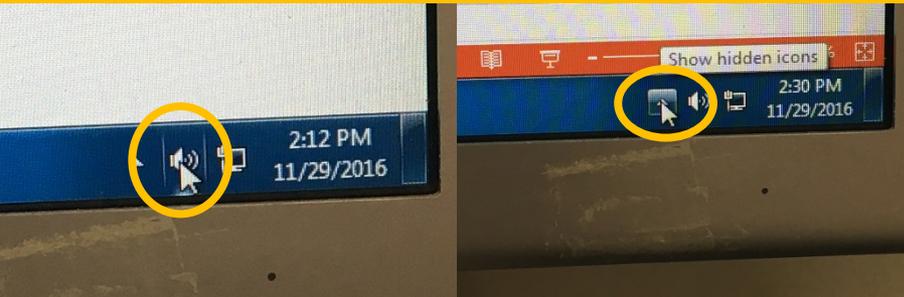
**Step 1:** Press the **System Off** button circled in red.

**Step 2:** Press the **Power Down** button circled in red.

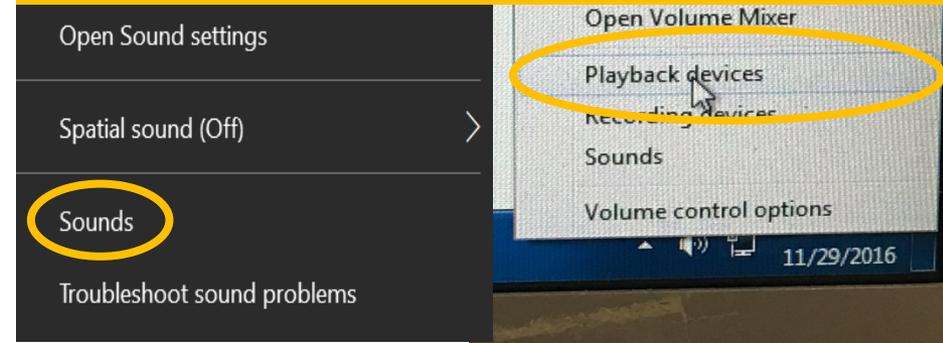


# PCs: No Audio from the Laptop HDMI Connection? *Simplest Fix- Restart (power cycle) your laptop with the HDMI cable plugged in.* To fix w/o restarting: see below

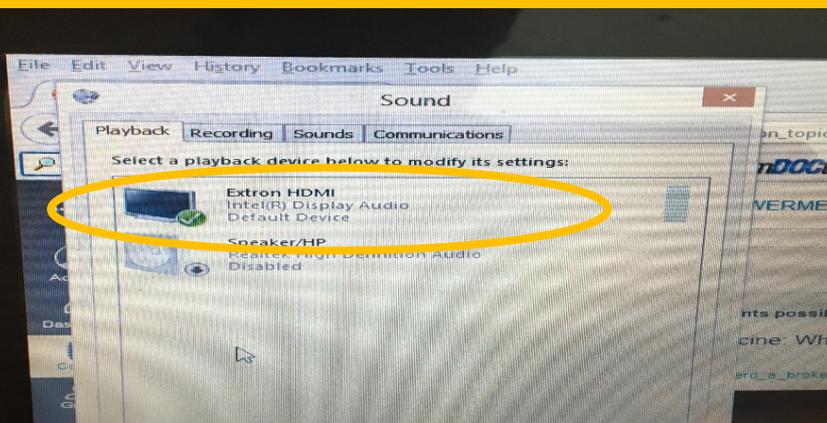
Step 1: **Right click** on the speaker icon found at the bottom right corner of your laptop screen. If it is not there, Left click on the "Show hidden icons" arrow button pictured below and then **Right click** on the speaker icon.



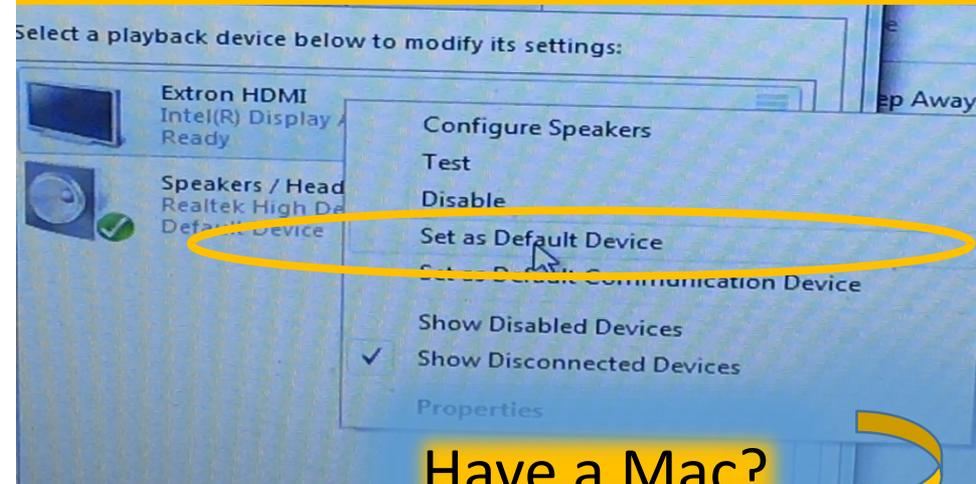
Step 2: After **Right Clicking** on the Speaker Icon, **Left click** "**Playback devices**" from the list of options. If using **Windows 10**, **Left click** "**Sounds**" and then select the "**Playback Devices**" tab



Step 3: You Should see 2 playback icons. One that is labeled "Speakers/Headphones", and one labeled "Extron HDMI" or "Epson HDMI". **Right click** on the HDMI logo.



Step 4: **Left click** "Set as Default Device" from the list of options.



Have a Mac?

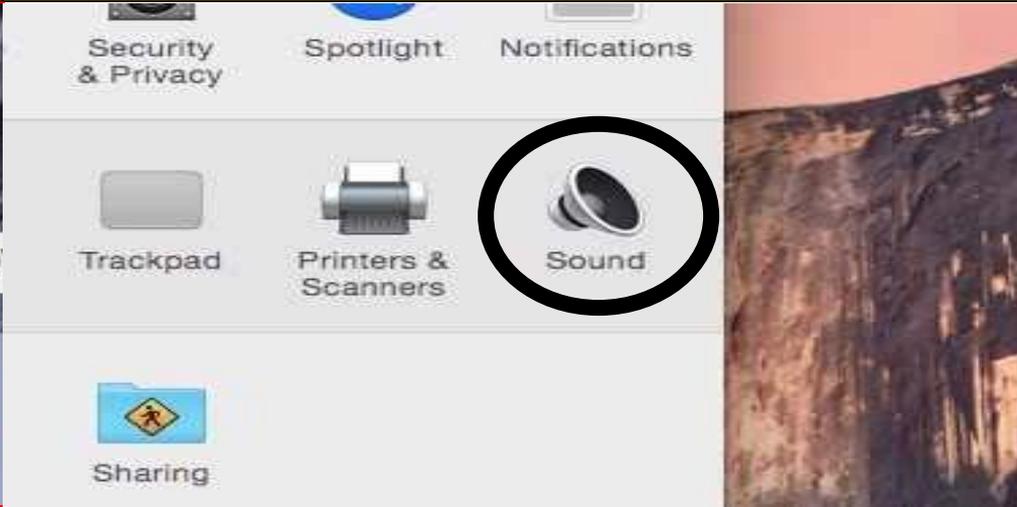


**Macs:** No Audio from the Laptop HDMI Connection? **Simplest Fix- Restart (power cycle) your laptop with the HDMI cable plugged in.** To fix w/o restarting: see below.

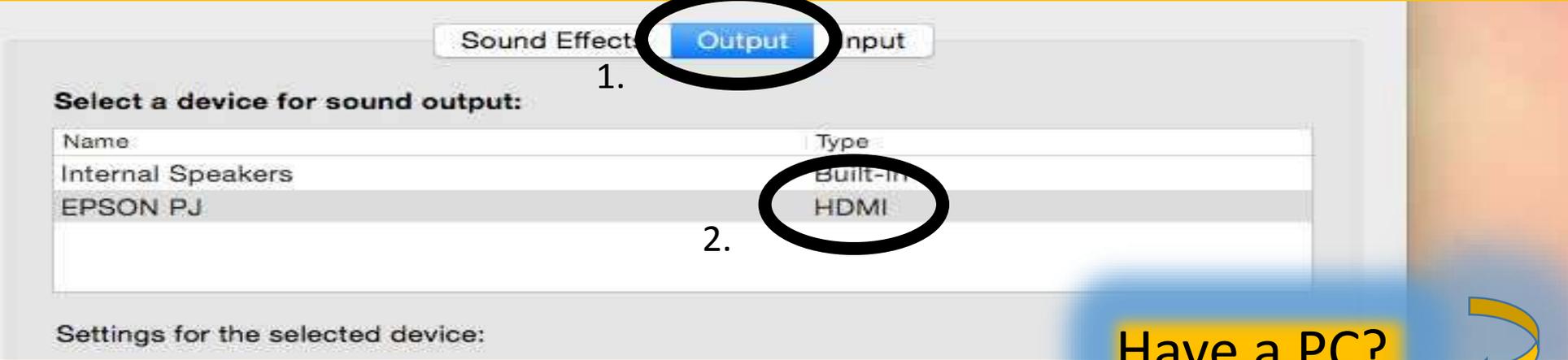
Step 1: Click on the System icon found at the bottom of your laptop screen.



Step 2: After Clicking on the System icon, click on the "Sound" icon.



Step 3: Select the "Output" tab, then select the Device with the "HDMI" Type.



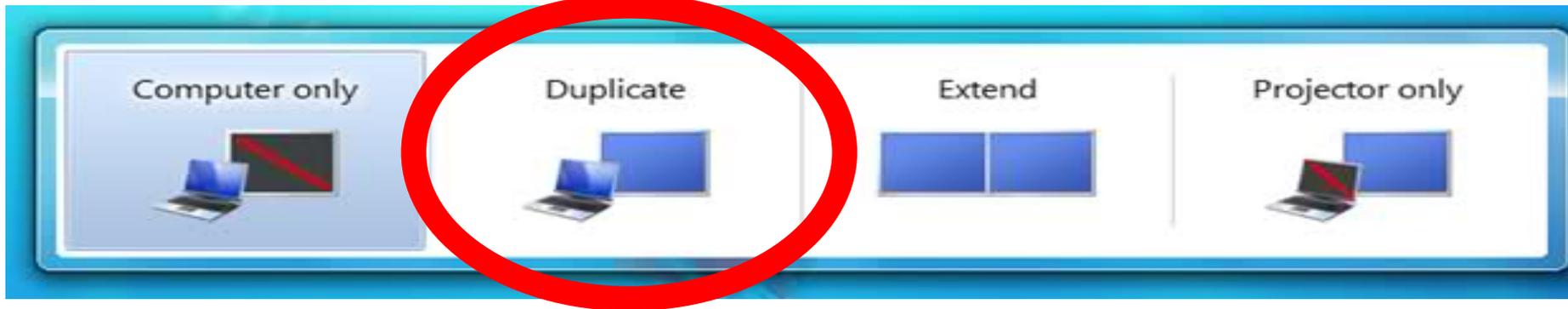
Have a PC?



Questions? Call Media Services at: 978-542-2036, opt. 2

# Is your PC laptop not displaying correctly through the projector? Try This!

While **holding down** the **Windows key** ()  
**press** the **"P" key** To open the following toolbar:



Click on "Duplicate" from the list of options

Have a  
Mac?



# Is your Mac laptop not displaying correctly through the projector? Try This!

While holding down the Command key, press the "F1" key.



Have a PC?



# We've Gone Digital!

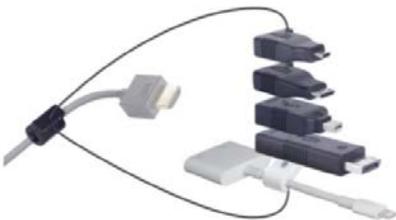
This classroom has been upgraded with digital AV connectivity.



The old analog VGA cable has been replaced with an HDMI cable. HDMI carries both video and audio in the same cable.



If your laptop or device does not have an HDMI port, we've provided a ring of adapters that are compatible with the most common connection types. Simply plug the HDMI cable into the appropriate adapter, and plug the adapter into your device.



**For support, contact Media Services  
978-542-2036, Option 2.**

## More Adapters



All of the adapters shown are designed to connect with an HDMI cable, as shown to the left. The HDMI cable carries audio and video over a single cable.

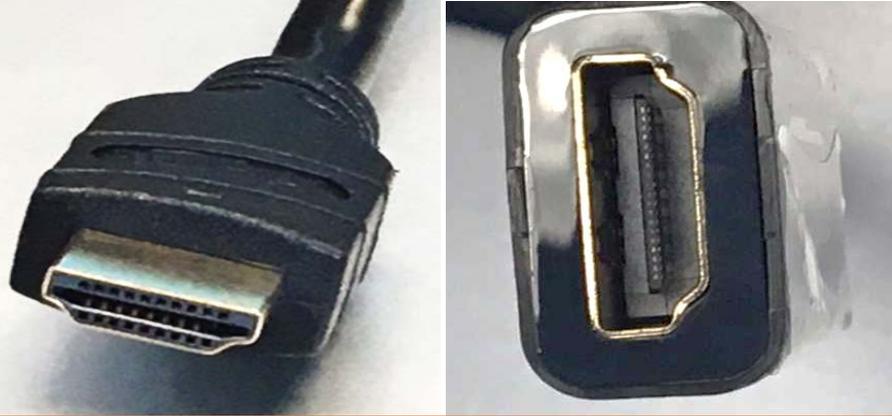
HDMI Laptop Adapters. Media Services: 978-542-2036, option 2.



Mini Displayport to HDMI: This adapter is used on many devices, including multiple generations of Apple laptops, and the Surface Pro tablet. The adapter carries both audio and video signals.



Lightning to HDMI: This adapter is used exclusively on newer Apple products, including the iPhone and iPad. This adapter carries both audio and video signals. The adapter also has an additional port for charging.



All of the adapters shown are designed to connect with an HDMI cable, as shown to the left. The HDMI cable carries audio and video over a single cable.

HDMI Laptop Adapters. Media Services: 978-542-2036, option 2.



USB C: This connection carries audio, video and power over a single cable. Although fairly new, this connection is already being used in many devices, including the newest Macbook Pro laptops.



Display Port: This connection carries audio and video over a single cable. This connection can be differentiated from the HDMI connection by noting the flat vertical edge on one side of the connection.