

New Teacher's Station Quick Reference

On the teacher's station you should see a blank LCD touch panel like the one below. Tap the screen to bring it out of power save mode.



Now you should see a display with options running down the LEFT side; these buttons are called “source switches”, which allow you to choose the desired equipment. If there are buttons on the right, that is fine for now. It just means a source has already been selected. A selection is denoted by a red button, as you will see in the next few pictures.



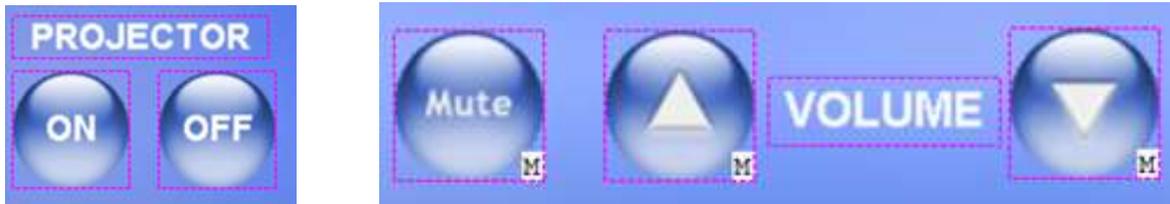
(Important) On each button there may be one or more commands issued to different equipment in the room, so be patient and please wait about five seconds for the commands to execute or you may not get the desired results. If your selection does not occur within seven to ten seconds, firmly press the button again.

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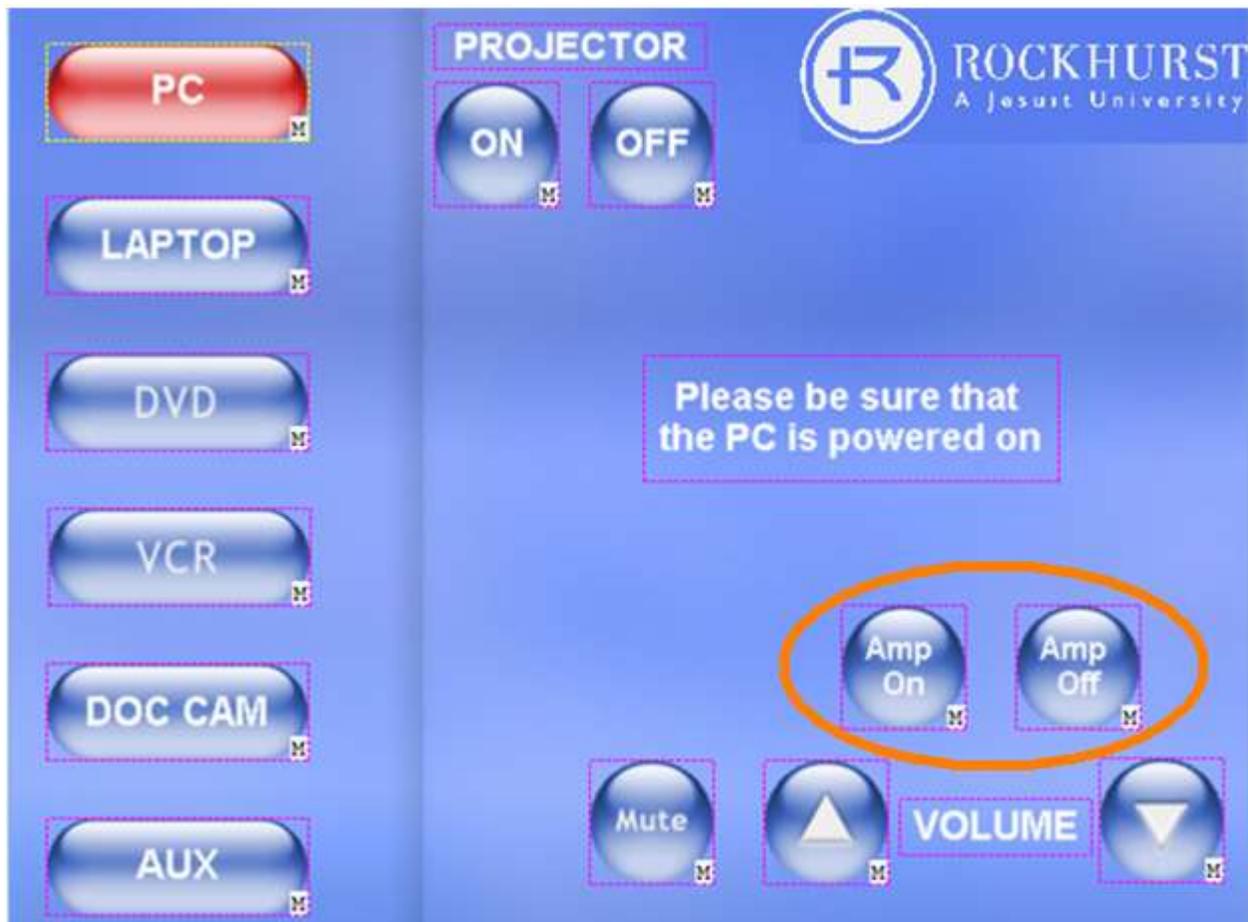
THE PROJECTOR AND SOUND

For every source switch located on the left side of the touch panel, there is a PROJECTOR power control and VOLUME BAR located on the right side of the panel with the exception of the DOC CAM.

Unfortunately, there is no indicator to show when mute is on, and since there is no individual mute on/off buttons, it will not unmute when the source is selected. If there is no sound, please check mute and volume first.



PC The PC is located inside the station and the keyboard and mouse are in the top drawer which opens using either a twist or pull down style latch. We have given you the option to turn the amp off (buttons circled in orange) in case you are not using any PC audio and want to get rid of any speaker noise.



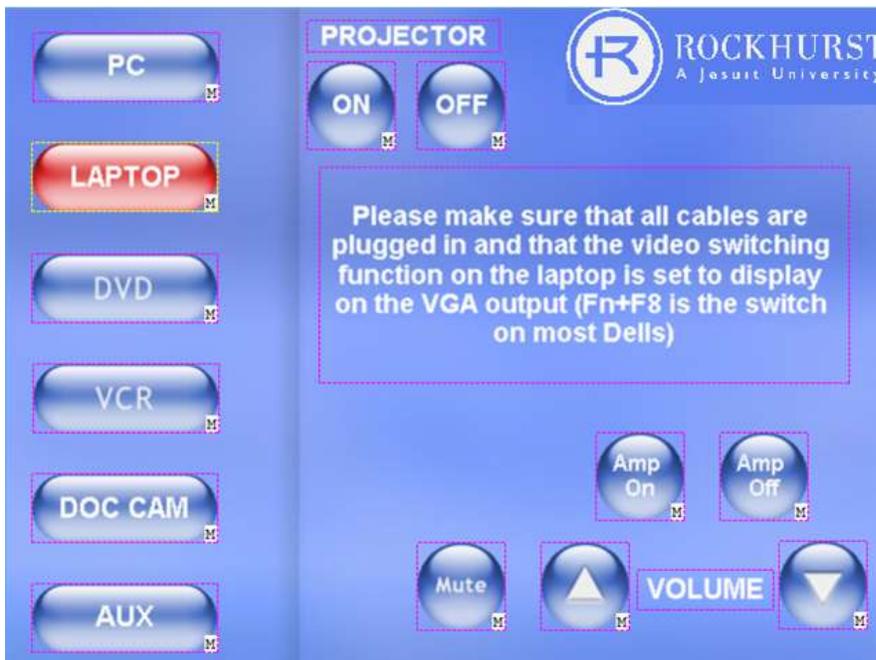
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Each teacher's station also has a wireless Smart Slate available, located in the side drawer. The slate can be used as a mouse but its primary use is to allow you to make notes on the screen and then capture them so you can send them to your students through email or Web CT at a later time. There is too much info to go into all the functions here so we have left the instruction manuals in the teacher's stations. The slate will only work with the PC located in that room.

Note the pen in its holder on the top in the left photo and where the power adaptor goes when the slate is not in use, shown in the right photo.

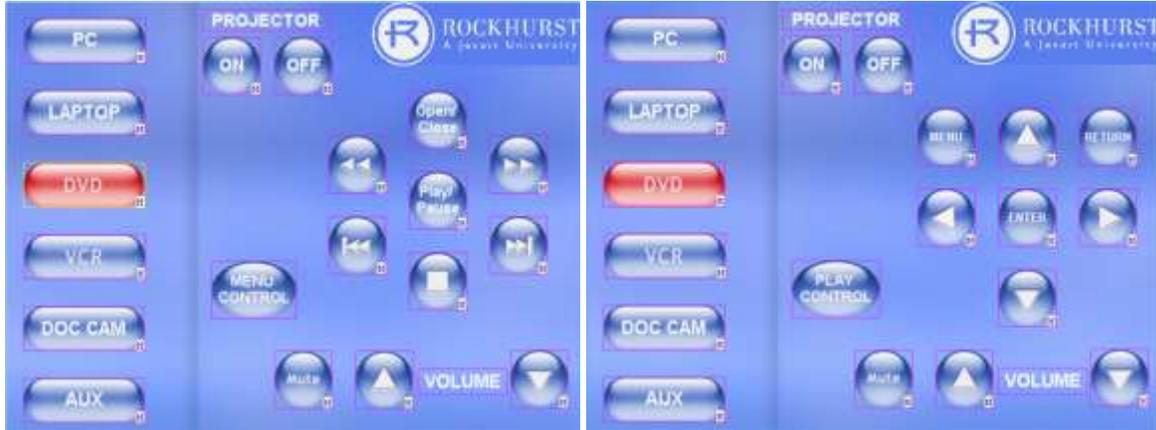


LAPTOP The cables for connecting a laptop are located on the top of the station. If the station does not project your laptop monitor image, you will need to activate the external monitor connection on your laptop (the Fn + F8 keys on most Dell laptops).



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DVD The DVD default screen contains the standard playback controls (left). If you tap the MENU CONTROL button, it will change the screen to the menu navigation controls (right). From there, you can use the controls to navigate through the main DVD menu and sub menus. To return to the playback controls, tap the PLAY CONTROL button.



VCR The VCR controls are standard playback controls.



The DVD/VCR combo is located on a shelf inside of the station. You will have to use the eject button on the device itself for the VCR. (NOTE* The device pictured may not be the exact device in your station.)



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DOC CAM The most commonly used commands have been included on the panel screen to reduce command clutter. You will mostly use auto image (sets up the brightness and contrast), auto focus, and the zoom controls.



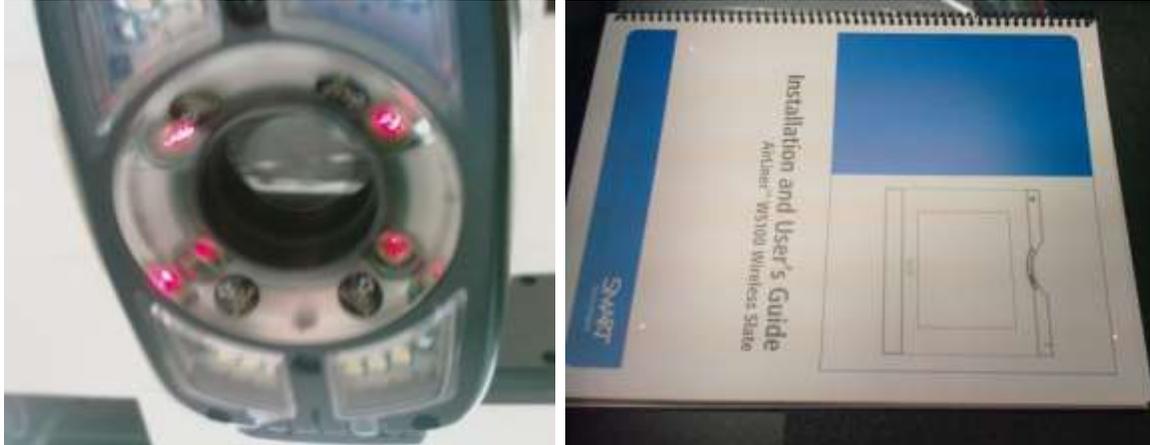
Another consideration on the DOC CAM is the four-position switch on the head of the camera. The cam is equipped with a light and lasers to pinpoint where your document should sit to be viewable. (NOTE* The device pictured may not be exactly the same as the device in your station but will be similar. The newer cams have a flip down light and laser assembly.)



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(Important) Make sure the switch is off when you are finished with the doc cam, as the arm will need to come down for storage. In addition there is a risk of the laser hitting the next user in the eye if left on.

Here are some photos of the lasers in action. Note the red dots on the right; this is the viewable area



AUX is for an external source (such as a camcorder) to be plugged in. There is a composite audio/video cable on the station. Yellow is for video, red and/or white being audio, all of which are female RCA plugs. You will need to supply your device's cables as most of them have different adaptors.

