Selby Lecture Hall
Audio Visual

Quickstart guide

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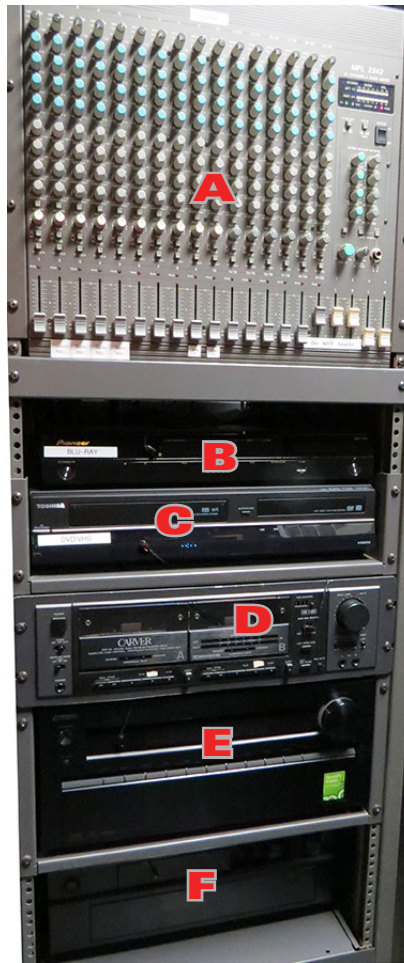
A Mixer Board	**B** Blu-Ray DVD Player
C VHS/DVD Player	**D** Cassette Player
E Amplifier	**F** Microphone Amplifier

Crestron Remote

Most things are controlled through the Crestron remote control.

Please leave the remote on the charger when it is not in use.

Wake Up Touchpanel

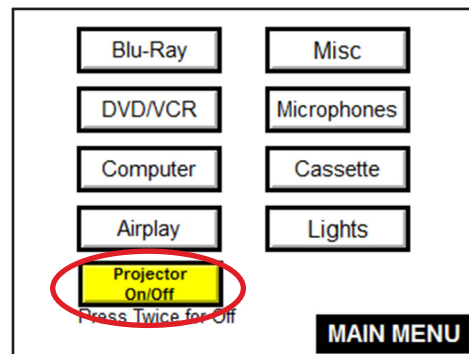**Use light finger pressure anywhere on the screen to activate the remote.**

DO NOT USE UNNECESSARY PRESSURE!
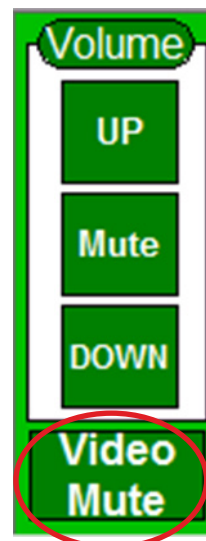***DO NOT POKE THE TOUCHSCREEN!***
DO NOT DROP THE REMOTE!

Navigation

Use the main menu to navigate.   To start turn on the projector. Please allow projector a few minutes to warm up.

Picture Mute

Use Picture Mute to temporarily blank the screen. Press once to turn on. Press again to turn off
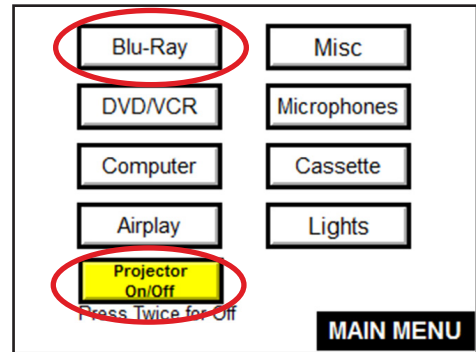
1 Turn On the Projector and Change Input Source

From the crestron remote choose "Blu-Ray DVD". Please give the projector a few minutes to warm up.

2 Load Media

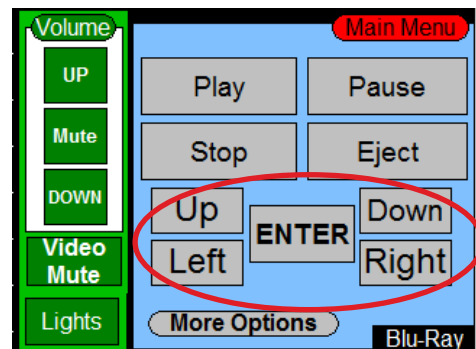**Locate the Blu-Ray DVD player in the rack.**

Press OPEN/CLOSE on the far right of DVD player

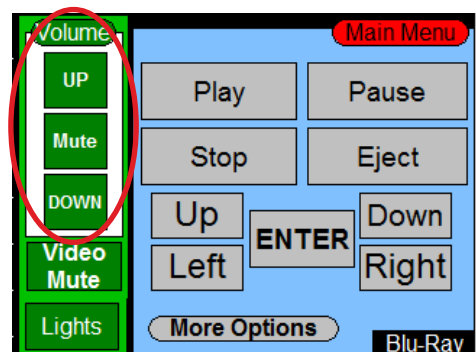**Place your DVD label side up into the front of the player. Press OPEN/CLOSE to close the tray**

3 Navigate Menus

Press the arrow left/right and enter buttons to navigate through the menus. "More Options" has additional controls.
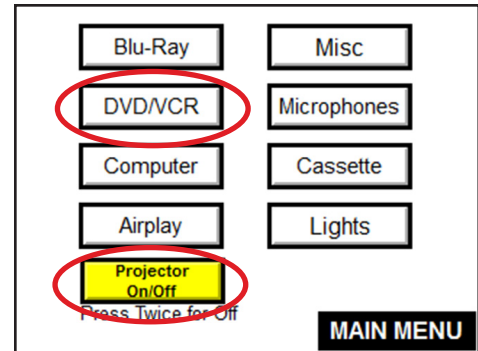
4 Volume

Volume is controlled using the touch panel volume

1 Turn On the Projector and Change Input Source

From the main menu on the crestron remote choose "DVD/VCR". Please give the projector a few minutes to warm up.
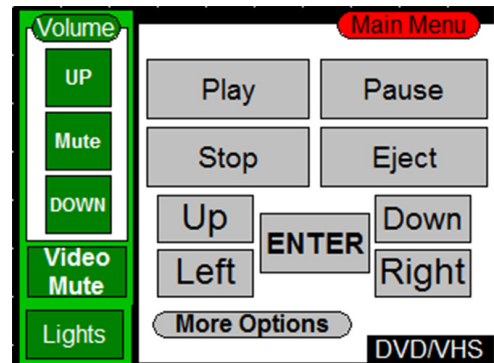

2 Load Media

Locate the VHS/DVD player in the rack.

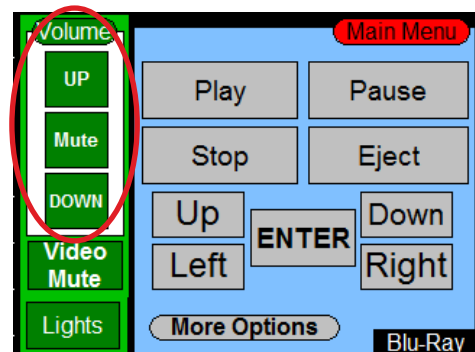Insert your VHS tape label side up into the front of the player.

3 Control Playback

Use the crestron remote touchpanel to navigate. "More Options" has additional controls.
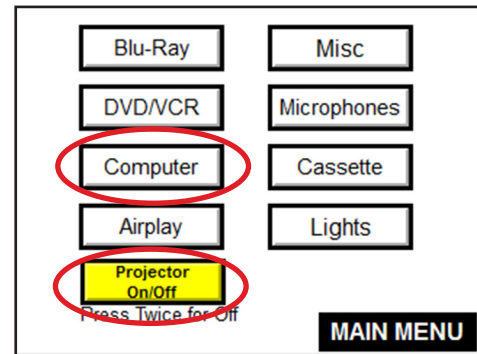

4 Volume

Volume is controlled using the touch panel volume

1 Turn On the Projector and Change Input Source

From the left menu on the crestron remote choose the "Laptop". Please give the projector a few minutes to warm up.

2 Connect Computer

Locate & attach the HDMI cable usually somewhere near the podium stage area. Volume is controlled by both your computer and the Crestron controls.
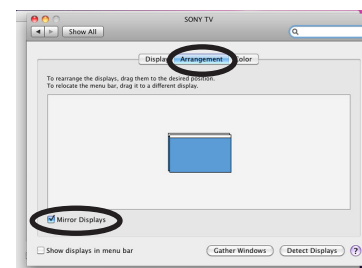
3 System Preferences

If your image isn't displaying properly, launch System Preferences by selecting from dock or Apple menu.

Select the "Displays" icon under hardware

To clone your desktop image to the projector check "Mirror Displays" under the arrangement tab. If you do not have an arrangement tab click hold down the ⌥ option key while you are in the display pane.
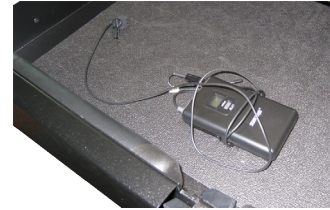
Troubleshooting

If your image isn't displaying properly, reset the system by returning to the main menu on the crestron remote. Select the "Misc" button and choose "Reset".
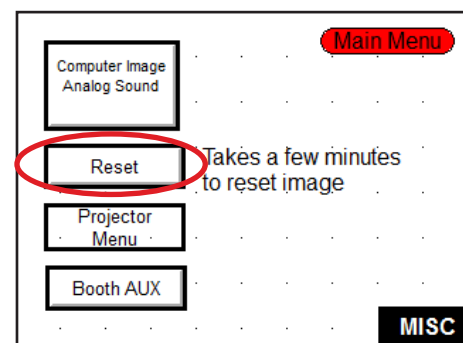
1 Locate Microphone

The microphone should be located in the booth on the shelf to the right of the AV rack

2 On-off

Press & hold the top mute button to turn on/off or mute.
Green = On
Orange = Mute
**Red = Replace batteries immediately**

3 Attach microphone & transmitter

Clip the transmitter to a belt or side pocket. Place the lapel microphone within a foot or two of the mouth. A lapel microphone is most often placed on the flap of a button-down or polo shirt or to the top part of a blouse or other kind of shirt or top.

4 VOLUME

DO NOT STAND DIRECTLY IN FRONT OF SPEAKERS
**On the mixing board on the rack, adjust the appropriate lapel microphone sliders to the 0 level (Middle point).**

LAPEL 1 LAPEL 2 LAPEL 1 LAPEL 2
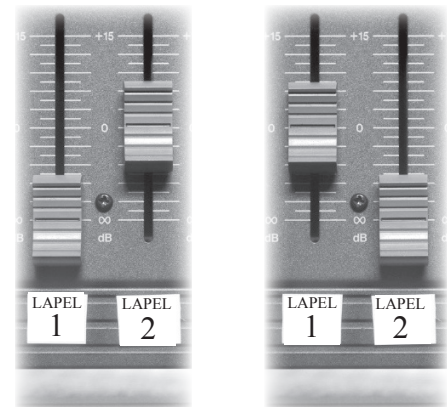
6 Mute Microphone

To save batteries mute the microphone until ready to present

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LIGHTING CONTROLS

*Lightning control can be accessed from either the"Lights"
button on the Main Menu or from the left side controls .*
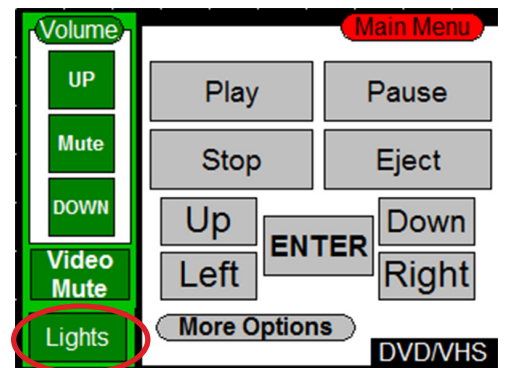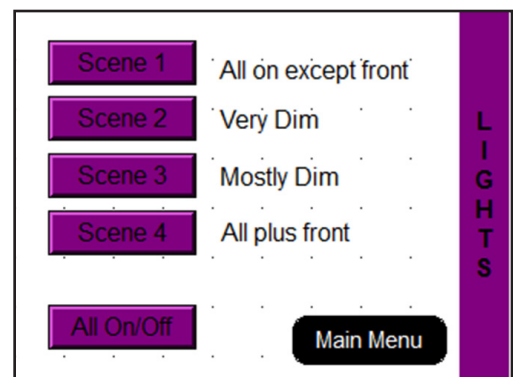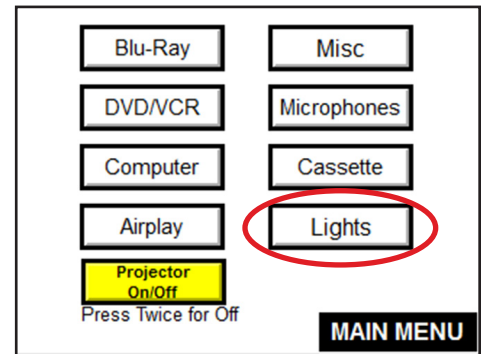
No sound
• If using a notebook computer make sure the volume is up on your computer
• Is the amplifier on Mute?

DVD isn't recognized in DVD player
• Try playing it from a notebook computer

Computer Doesn't Project
• Did you "mirror" your displays?
• If your image isn't displaying properly, reset the system by returning to the main menu on the crestron remote. Select the "Misc" button and choose "Reset".

Touchpanel is not responding
• Give things a few seconds to respond. Rapidly pushing buttons "freaks out" the system.
• If the projector has been recently powered off it takes about 5min before you can turn it back on again.

Projector Doesn't Power On
• If the projector has been recently powered off it takes about 5min before you can turn it back on again.

av
services

For further information or in case of an AV emergency contact:
Office of Institutional Technology
Ringling College of Art + Design
Phone: 359-7633
Email: avservices@ringling.edu