Teaching Station: Gilbert 124

1. Computer & Monitor: Mac or Windows
2. Crestron System Controller: Projector, Laptop, Lecture Capture, DVD, and DVI devices
3. Document Camera
4. Podium Height Controls
5. DVD Player
6. Technology Help phone ONLY! Emergency RED phone located on wall.

Crestron Features: Main Screen Menu

1. Logout
2. Clock
3. Audio Controls
4. Projector Controls
5. Source Controls

Document Camera / Visualizer

To OPEN and CLOSE grab hand hook and push up or pull down.

Document Camera Head Controls

Zoom Control: Enlarge or shrink image
Freeze Frame: Image displayed will stay projected when “FREEZE” is selected. When re-pushed projector will display the new live current view.
Focus- or Focus+: Manual focus
AF: Auto focus
Extern MENU: Unassigned

Accessories Cable Cubby: Located directly behind computer. VGA, DVI, AUDIO cables. Adapters not provided.

Shelf: Located under the DVD player. Contains wireless mouse, DVD remote, wireless microphone (lapel or headset), extra batteries, and battery tester.

Do NOT remove the computer cables

If this symbol appears in lower right corner of white platform, this can be used as a white board with dry erase pens – pens and eraser are not provided.
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Choosing a SOURCE to Display
The SOURCE button allows you to select the device you wish to use with the projector.

- **Source**: Select Sources to Display
- **Source**: Computer on podium (monitor is the computer. ON/OFF button is on the backside lower left).
- **Source**: DVD Player (remote control is required to operate player).
- **Source**: Connecting your personal laptop, use VGA cable from CABLE CUBBY directly behind Monitor/Computer. Adapters to VGA or DVI are not provided.
- **Source**: Connecting your personal laptop, use HDMI cable from CABLE CUBBY directly behind Monitor/Computer. VGA or DVI adapters are not provided.
- **Source**: Document Camera/Vizualizer (overhead camera to view 2D or 3D objects).

DOC CAM Controls
From the main menu, select the SOURCE button, then from the source menu select the DOC CAM button.

- **Source**: Blank Image: Allows you to show a blank screen to the audience on the projector. You can still see and use your device, the audience cannot.
- **Source**: Freeze On: Freezes the image on the projector. You can still see and use your device, the audience only sees the frozen image.
- **Source**: Freeze Off: Reverses the Freeze On button. Audience can now see a live image of what is displayed on your device.

DVD/VHS/BLU-RAY Controls
From the main menu, select the SOURCE button, the select DVD or VHS source. Your projector will display from this device and the control panel will appear on the touch screen (you will need to remote to control the DVD player, however).

PROJECTOR Display Options
Select the PROJECTOR button from the main menu to access options that affect what your audience is able to see on the projector screen.

- **Projector**: Blank Image: Reverses the Blank Image button. Audience can now see what is displayed on your device.
- **Projector**: Freeze On: Reverses the Freeze Off button. Audience can now see a live image of what is displayed on your device.

SCREEN HEIGHT Controls
Select the SCREEN button from the main menu to access controls that allow you to raise or lower the projector screen.

- **Screen**: Raise
- **Screen**: Stop
- **Screen**: Lower

AUDIO Controls
Select the AUDIO button from the main menu to access the audio controls for computer and microphone volume.

- **Audio**: If there is no sound, make sure MUTE button has not been selected. From here you can control the speech or playback volumes using the buttons for each.
- **Audio**: Select the AUDIO button from the main menu to access the audio controls for computer and microphone volume.

SCREEN HEIGHT Controls
Select the SCREEN button from the main menu to access controls that allow you to raise or lower the projector screen.

- **Screen**: Raise
- **Screen**: Stop
- **Screen**: Lower

LOGOUT Control
Logout of the Crestron controller is important to allow the equipment to cool down for next lecturer to have equipment available.

- **Logout**: Are you sure you want to log off?
  - **Logout**: Yes
  - **Logout**: No

RESTARTING Computer
Restarting the computer puts the computer back in a ready state for next lecturer, if you only logout this can make the next presenter delayed as the system takes fair amount of time to reboot.