

Reference Sheet for Wyatt 109

You can always return to the MAIN MENU by touching the **MAIN** button at the bottom center of the LCD control screen.

Touch the LCD CONTROL PANEL to turn it on.

If tapped lightly, the panel may sometimes beep without performing the action. Touch firmly so that it beeps *and* highlights the desired button.

VCR:

- Touch **PLAY A VIDEO CASSETTE** on the LCD panel.
- Turn VCR power on, and insert cassette tape. Playback will start automatically.
- Use LCD panel or remote to control VCR (e.g. stop, fast-forward, etc.).

DOCUMENT PROJECTOR:

- Touch **PROJECT A DOCUMENT** on the LCD panel.
- Place document or object on document projector (located on the right side of the podium).
- Use LCD panel to manipulate view.
- Remove document or object from projector surface before shutting down.

MICROPHONE:

- Touch **JUST TALKING** on the LCD panel to use podium and/or wireless mic.
- Adjust microphone volume using **VOC** button on LCD panel.

SLIDE PROJECTORS:

- Touch **PROJECT 35mm SLIDES** on the LCD panel.
- Touch **ON** under each projector you want to use.
- Place carousel trays on projectors in the cabinets beneath the projector screen (push doors in, then pull out).
- Use LCD panel or remote control to move forward and backward among slides, and to focus the image.

COMPUTERS:

- Touch **PROJECTION CONTROL** on the LCD panel.
- To use and project the Macintosh computer, touch the **MAC CMP** button. Ensure computer is on.
- To use and project the Dell computer, touch the **PC CMP** button. Ensure computer is on.
- To use and project a laptop you have connected to the bundle on the podium, touch the **LAP CMP** button. Turn on computer after connecting it.

When you are done, it is critical that you return to the MAIN MENU and select

FINISHED PUT AWAY

TO ADJUST ROOM LIGHTING: Touch **ROOM** on the LCD panel, and use the **SCN** buttons lined up on the right. The top button is more lighting, and the bottom is less. You can shut off all the lights by touching **OFF**.

If it is not receiving a signal, the lamp in the data projector behind the screen will turn off after ten minutes. To turn it back on, switch to a running device, and the signal will "wake up" the projector.

Getting Additional Help

For immediate help, call the OIS Helpdesk x8585.

For problems with tables, chairs, chalk, heating, lighting, etc., contact Facilities Services x3231.