

# Reference Sheet for Wyatt 307

Computers and VCR are attached to Data Projection System.

## **TURNING ON PROJECTOR: Press POWER button on the podium control panel.**

The bulb takes a minute to warm up before responding. The red power light blinks when the system is in the process of warming up or shutting down.

## **VCR:**

- Press **VCR** on the podium control panel.
- Turn VCR power on (inside the cabinet), and insert cassette tape. Playback will start automatically.
- Use VCR buttons or remote to control VCR (e.g. stop, fast-forward, etc.).

## **DELL COMPUTER:**

- Turn on computer.
- Press **PC** button on the podium control panel.
- Login using your OIS username and password.

## **LAPTOP COMPUTER:**

- Connect laptop to the cable bundle on podium.
- Press **LAP** button on podium control panel.
- Turn on computer.

**When you are done, it is critical that you**

## **TURN OFF THE PROJECTOR:**

**Press POWER button again on the podium control panel.**

This power button only shuts down the projector system; it does not turn off the individual podium components.

You can adjust the sound level using the volume dial on the podium control panel.

If it is not receiving a signal, the lamp in the data projector on the ceiling 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.