

1. Screen

The Screen Control is located on the wall next to the podium. Press the **DOWN ARROW** on the Screen Control for screen to come down. Press the **UP ARROW** on the Screen Control for screen to go up.

2. Projector

The Control Panel for the projector is located on the wall next to the podium.

Power-On

1. Press the **PROJ ON** button on the Projector Control.
2. The projector starts warming up and the STATUS indicator on the projector will start blinking.
3. While the STATUS indicator is blinking, no other buttons on the Projector Control work.
4. It may take about one minute for the lamp to light up and the blinking status on the projectors to turn solid green. Be Patient and Wait!

Power-Off

1. Press the **PROJ OFF** button on the Projector Control.
2. The lamp will go out and the STATUS indicator on the projector will start blinking.
3. While the STATUS indicator is blinking, no buttons on the Projector Control work.
4. It may take up to three minute for the projector to cool down and for the blinking status to stop blinking. You must wait for the projector to cool down, before being able to power it on again. Be Patient and Wait!
5. The lamp may deteriorate if the projector is powered off and on repeatedly within 30 minutes after the lamp is lighted.

3. Selecting Inputs

Built-in Desktop Computer

1. Press the **PC** button on the Projector Control.
2. Turn on the built-in computer.
3. Hold down the **Windows key** and **press the P key on the keyboard**. Select the **Duplicate** option to duplicate the desktop's monitor onto the projector's screen.
4. Logon with special user name and password.

Laptop

1. Connect your laptop to the podium.
2. Press the **LAPTOP** button on the Projector Control.
3. Turn on your laptop computer.
4. For PC's, press Function key F7 or any other function keys to send the video signal from your laptop to the projector. For MAC'S, go to Apple, System Preferences. Click on Displays. Click on the Arrangement button. Check the box next to "Mirror displays" or drag the image of one monitor over the other.

Document Computer

1. Press the **DOC CAM** button on the Projector Control.
2. Turn on the document camera.
3. The Document camera is mounted on the cart near the podium.

DVD/VCR Player

1. Press the **DVD** button on the Projector Control.
2. Turn on the DVD/VCR player.
3. Press the VCR/DVD button on the player to toggle between VCR and DVD.
4. Press the PLAY button to start playback.
5. Press the STOP button to stop playback.
6. Press the DVD or VCR EJECT button to eject the DVD disk.
7. The remote control for the DVD/VCR player is tattered to the podium in its clear plastic holder.

4. Lights Switches

There are three banks of lights in this room: (1) **Track lights**, on the left and right sides of the room; (2) **Recessed lights**, above the tables; (3) **Front Spot lights**, near the whiteboard. The switches for the track lights and the recessed lights are located at the entrance of the room. The switch for the front spot lights are located at the front of the room, near the whiteboard. There is also a **special spot light for the presenter** at the podium. All the light switches have dimmers to adjust the intensity of light.

Trouble Shooting

Problem with Document Camera: When you press the ON/OFF button on the document camera and hold it down, it does not turn off and stays on

Resolution: Just touch the ON/OFF button on the document camera quickly and do NOT hold it down. The button toggles between the ON and OFF status by a quick touch.

Contacts

You should contact your individual department for technical support in the Foster Room:

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Meyer Hall Common Space

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Foster Room Website

For more information about the AV system in this room, visit the Foster Room website at:

http://animalscience.ucdavis.edu/help/Classroom_Technology/1138_Meyer/