MD-G115 AV Instructions

• You have the option in this classroom of using either the center screen or a combination of the left and right screens. However, you cannot use all three screens at once.
• To turn on and initialize the AV system, please find the Touch Screen Control Panel behind the podium and press the screen. You will then see a message that it is turning on.
• While the system is powering up, connect your laptop via the DVI with MiniDisplayPort adapter “LAPTOP 1” or VGA “LAPTOP 2” cables, depending on which port your computer is equipped with. If your computer uses MiniDisplayPort (found on many Macs) or HDMI, you will have to use a MiniDisplayport or HDMI to VGA adapter. These adapters are connected to the “LAPTOP 2” cable.
• Once the system is turned on and your computer is connected, select the input you are connected to (either “LAPTOP 1” or “LAPTOP 2”) within the corresponding window (“LEFT SCREEN”, CENTER’ SCREEN”, or “RIGHT SCREEN”). When you make your projector/input selection, the screen will lower automatically.
• After the projector is powered up, the computer image should be displayed correctly. If not, please hit the “RESYNC IMAGE” button on the Touch Panel, then check your connection, input selection and computer settings.
• When finished, please select the “SHUT DOWN” function on the Touch Panel to raise the projector screens, power off the projectors, and exit the system.

ROOM AUDIO OPTIONS
• To amplify your voice within the room, secure one of the two wireless microphones stored in the lectern to your lapel and turn it on. Then simply raise or lower the “SPEECH VOLUME” on the Touch Panel to adjust or mute the volume. There is also a wired microphone on the lectern. The “SPEECH VOLUME” function controls them all.
• If you wish to play audio from your computer, make sure the LAPTOP 1 or LAPTOP 2 audio cable is connected to your computer’s headphone jack and your computer’s audio is turned up. You can then adjust the volume in the room by using the “MEDIA SOURCE VOLUME” on the Touch Panel.
• Please note: The audio cable for LAPTOP 2 is connected to the VGA cable, but the audio cable for LAPTOP 1 is a separate cable, as it can be used as an MP3 input as well.

If you have any problems, contact Rich McGirr at 617-496-5049 or the Helpdesk in MD Room 109

**Please remember to Exit the AV system to turn off the equipment**