

Smart Classroom Instructions

Extron Button Panel:

ON- Turn System on. Wait until units beeps 3 times (around 20 seconds) before trying to use Button Panel. You cannot turn system off again until ON button flashes (around 60 seconds).

OFF-Turn System off. Wait until unit beeps 3 times (around 10 seconds) for system to fully shut down.

PC-Selects the PC input (Default option)

HDMI-Selects HDMI. This is the large connector in the Button Panel.

LAPTOP-Selects the Mini-DisplayPort. This is the smaller connector in the Button Panel.

VGA-Selects the Wireless Presenter.

MUTE-Mutes the audio

AUX VIDEO (single Press)- Select to FREEZE the projector image. Select again to turn off FREEZE

AUX VIDEO (Hold for 3 seconds) Select to MUTE VIDEO. Once projector has been muted, you must hold the AUX VIDEO button for 3 seconds to turn the projector back on.

VOLUME UP/DOWN- Select to raise or lower the volume. You can hold the button down to quickly raise or lower the volume.

Document Camera:

Log Off the computer when done using the computer. If you do not log off, other users can not open the Document Camera software. If you get a message that the Document Camera is being used by someone else, restart the computer. If you get this message, ‘Someone else is still using this PC. If you restart now, they could lose unsaved work.’ Click ‘Restart Anyway.’ This will release the Document Camera.

Select **Flex 11** software on the Desktop to open the Document Camera software. You can also select Solo as a camera and microphone when using Zoom or Yuja.

AF- Select to Auto Focus the camera.

AF-L-Select to Auto Focus and lock the focus on the camera.

ROTATE (middle button)- Select to rotate the image. You will have to rotate the image if switching from using the camera as a document camera or a Lecture Capture camera.

ZOOM- Select to Zoom in or out

If you have any questions, please contact the Information Systems and Services Department.

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