





Last Revised 10-1-20

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### General Instructions

1. Locate the Epson projector Remote Control on the podium or front table.
2. Press the red  button, on the remote, to turn the projector on.
3. Turn on your **Source** - Room PC, Laptop, or BluRay/DVD player and make sure it is connected.
4. Press the corresponding button on the Podium switch for your source:
  - **#1 Podium Computer** (Room PC)
  - **#2 User Laptop** (HDMI)
  - **#3 DVD/Blu-ray Player** (Sony)
5. Select your Source, by pressing the **Source Search** button on the Epson remote control until it appears OR Press:
  - **Computer** (Room PC or Laptop)
  - **Video** (BluRay/DVD player)
6. Control the volume by pressing the **Volume**  and  buttons on the remote control.

N.B. - You may have to select **Epson PJ (HDMI)** as your Sound **Output** in the **Sound Preference Panel**.
7. If you wish to plug in a USB drive or device, plug it into the **Belkin** 4-way adapter found on the podium.
8. Hide the projected image by pressing the **A/V Mute** button on the remote. Press it again to display the image.

N.B. - Do not use **A/V Mute** to turn off the projector. You will burn it up.
9. Always turn the projector off when you have finished. Press the red  button twice, on the Epson remote control, to turn off the projector.



### To Display the Room PC

1. Turn on the Room PC, if necessary, by pressing the on/off button at the right rear of the computer.
2. Log-in with your F&M NetID.
3. Press the **Podium Computer (1)** button on the switch on the podium.
4. If you do not see the Podium computer on the projection screen, press the **Source Search** button on the Epson remote control.


### To Display a Laptop (HDMI)

1. Attach your laptop to the provided HDMI cable
2. Press the **User Laptop (2)** button on the switch on the podium.
3. If you do not see your laptop on the projection screen, press the **Source Search** button on the Epson remote control.

### To Play a BluRay or DVD disc

1. Press the  eject button on the Sony BluRay/DVD player in the rack.
2. Insert the disc.
3. Press the  eject button again to close the tray.
4. Press the **DVD/Blu-ray Player (3)** button on the switch on the podium.
5. If you do not see the BluRay/DVD player on the projection screen, press the **Source Search** button on the Epson remote control.
5. Control the DVD/VCR player with the remote or the buttons on the unit.

### Shutdown

1. Press the red  button on the remote control twice to turn off the projector.
2. **Log out** of the Room PC. Do **not** Shut Down.

**For Assistance:** Call the ITS Help Desk: 717-358-6789