HOW TO OPERATE THE EQUIPMENT IN THIS ROOM

If the screen is not down, press down on the screen switch.

If the projector is not on, press the power button on the keypad. The projector will turn on. This can take up to a minute.

**TO SWITCH BETWEEN COMPUTER, LAPTOP, AND DOC CAM FEEDS** – Make sure that the Doc Cam is turned on or your laptop is plugged in and then press the COMP button and the projector will switch to the next active feed.

**To turn off the projector**, press the POWER button. The projector will prompt you to press it again. Do so and the projector will turn off.