

Classroom VPA116

- ❖ **Power:** Turn on or off the media rack switch is located on the media rack label **Power**. Note: Turn the data projector off first before you power down the media rack.
- ❖ **Screen :** Lower or raise the screen by pressing the ↑/↓ arrow button. Button is located on the wall.
- ❖ **Data Projector:** Press Projector ON or **Off** button. Located at the media rack. “There is a delay of 15 seconds before you see an image on the screen.”
- ❖ **Audio:** Press volume ↑/↓ to adjust the sound volume. Audio can also be adjusted by moving the yellow master volume up and down.

Laptop

1st Power the media rack on.

2nd Turn on the laptop and plug the video cable from your laptop to the **VGA** port. (If you need audio from your laptop, plug the audio cable from your laptop to the **audio** port.)

3rd Lower the screen.

4th On the media rack select the **Laptop** button.

5th Turn on the data projector .

Note: If you don't get an image from your laptop, on your laptop keyboard press (**fn**) + (**CRT/LCD**). To get the desire look, repeat pressing (**fn**) + (**CRT/LCD**) keys. The combo (**fn**) + (**CRT/LCD**) keys may vary with laptop manufactory.

CD/Tape “Tascam”

1 st Power the media rack on.	2 nd Place CD/Tape media in the Tascam device.
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DVD “Denon”

1 st Power the media rack on.	2 nd Lower the screen.
3 rd Press the button label DVD.	4 th Place the DVD media in the Denon device.
5 th Turn on the data projector.	

VHS/DVD “JVC”

1 st Power the media rack on.	2 nd Lower the screen.
3 rd Press the button label VHS/DVD.	4 th Place the VHS/DVD media in the JVC device.
5 th Turn on the data projector.	