

**THE COLLEGE OF NEW JERSEY  
MEDIA CLASSROOM INSTRUCTIONS**

1. Turn the system on by pressing in on the touch screen. The system takes about 60 seconds to warm up.
2. If you are using the SMART Board, make sure that it's power is on by pressing the large power button on to the left of the marker tray on the SMART Board.
3. Select the source you wish to display using the source buttons on the touch screen. (PC, DVD, AUX VGA, HDMI or VIDEO)
4. If you will be displaying the PC, you must first turn it on and log in using your TCNJ ID.
5. If you are using the BluRay/DVD player, the touch screen will show your buttons for Play, Fast Forward, Rewind, menu selection, etc.
6. Volume is controlled by the buttons the Volume Up, Down, and Mute buttons on the touch screen.
7. If you are connecting an external source to the system, you may do so over VGA, HDMI or using standard A/V cables. Connect the device to the system and then select the AUX HDMI, AUX VGA, or AUX VIDEO buttons on the touch screen, depending on which input you are connected to.
8. When you are done using the system, turn it off with the "Off" button. The touch screen will ask you if you are sure you want to shut down. You must select "Yes" if you want the system to shut down.
9. Please remember to log off the PC and shut down the system at the end of each class.

**MEDIA & TECHNOLOGY SUPPORT SERVICES**

<http://mtss.pages.tcnj.edu>  
HELP DESK—x2660

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