


Multimedia Equipment Instructions

Social Sciences Building

1. If the media cabinet is locked, it may be opened with Multimedia Key #002, available through Access Control.
2. This system is controlled with the touch panel mounted on the desk.
3. To turn the system on, touch the screen. This will power on the projector and lower the screen.
4. Select the source you wish to display with the buttons labeled Computer, Laptop HDMI, Laptop VGA, BluRay, Document Camera, Aux HDMI, Aux Video.
5. The Dell PC is in desk, make sure that its power is turned on by pushing the power button.
6. When playing a DVD or BluRay in the BluRay player, the remote control functions are available on the button panel, such as menu up, down, left, right and select, as well as play, pause, and chapter forward, and open/close.
7. You can connect a laptop to the system using the VGA and Audio cable or the HDMI cable located near the monitor at the top of the desk. Once you have connected, select the appropriate source on the touch panel.
8. The Aux Video button will allow you to connect an older device (such as a VCR) through the Composite A/V input plate in the desk.
9. Volume Control for all sources is available with the Up & Down arrows on the lower right hand side of the touch screen. Please note that devices such as the PC or laptops will need to have their system volume turned up as well for sound to work.
10. When you are finished using the system, make sure to press the POWER button  on the touch screen. This will turn the projector off and raise the screen. Please make sure you turn the system off to preserve the life of the projector bulb and conserve electricity.

If you have technical difficulties, please call the IT Help Desk at (609) 771-2660
(x2660)

<http://mtss.pages.tcnj.edu>