Select your source

Control Source
Volume
Control Mic
Volume

Select [Large Screen] to view your source selection on the projection screen

**Turn on the data projector:**
1) When you have selected your media source, press the [Large Screen] button. The projector will begin to warm up, which will take about 60 seconds.

**Adjust Volume:**
1) Program volume will control **ALL** our source materials.
2) The two mic volume controls work independently of each other for the wireless lapel and the podium top microphone.

**Laptop:**
1) Connect either the VGA cable or the HDMI cable
2) Select the [Computer] then either [Laptop VGA] or [Laptop HDMI] depending on your cable choice
3) Select [Large Screen]

**Document Camera:**
1) Select [Video] then [Podium Doc Cam]
2) Use the controls on the camera to zoom in/out and focus on your presentation material
3) Select [Large Screen]

**Blu-Ray:**
1) Select [Video] then either [Podium Blu-Ray Player]
2) Use the controls to navigate the media as needed
3) Select [Large Screen]

**Wireless Microphone:**
1) The wireless microphone is located in the drawer of the podium. You will need an IOFA key to access this. The power button is located on the **TOP** of the transmitter pack. A **GREEN** LED will indicate the mic is on.