

# Equipment Instructions Sheet for Television Monitor PAR 305

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This room is equipped with a wall-mounted monitor, digital document camera and a Blu-Ray Player.

## To Turn ON/OFF the Monitor:

1. Using the monitor remote (Shown at top right), aim it at the monitor and press the red power button, shown on the remote at right.

## To Play a DVD or Blu-Ray disc:

1. Insert media into the Blu-Ray player located on the lower shelf of the cart adjacent to the monitor.
2. Use the attached **Blu-Ray** remote (not shown) to make selections and navigate disc menus.
3. Using the **Monitor** remote, press the "Source" button (shown at right) to toggle through the inputs until "HDMI PC" is selected.

## To Connect a Laptop to the System:

1. Connect the Laptop using the HD-15 cable located on the cart (shown bottom right)
2. For Laptop Audio, plug the Mini-cable located on the Podium into your laptop's headphone jack. (shown bottom right)
3. Turn on your laptop, if you have not done so.
4. Using the **Monitor** remote, press the "Source" button (shown at right) and Select "PC".
5. Please note that the room can support HDMI connections for your laptop. Please contact Classroom Technology & Events for more information.

## To Use the Digital Document Camera

1. Connect the document camera to the monitor using the HD-15 cable located on the cart (shown bottom right), by plugging it into the **Blue** port on the back of the document camera body.
2. Turn on the document camera (shown center right) by pressing the silver power button on the right side of the camera body. It will take ~30-45 seconds to warm up.
3. Position the camera arm over the document or media you wish to project. To activate an LED note lamp to better illuminate documents in low light, press the button marked "Lamp" on the document camera control panel, marked with a lightbulb.
4. Using the **Monitor** remote, press the "Source" button (shown at right) to "PC".
5. Use the Zoom and Focus buttons located on the camera body to adjust the image as needed.
6. To turn off the document camera, press and hold down the silver power button for 5 seconds, or until the green LED light on the control panel turns red.

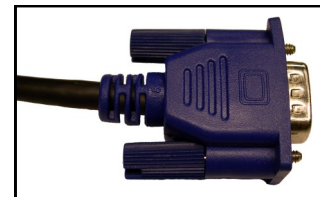
**Please remember to turn off the monitor and media devices when you are done using them! This saves energy and prolongs media device lifespan significantly.**



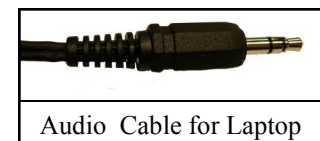
Remote control for the monitor.



Digital Document Camera



HD-15 Cable for Laptop



Audio Cable for Laptop

For more information, a copy of this page, or to set up an appointment to meet with a Technician to test the equipment, please contact CTE:

**Classroom Technology & Events**

**[www.washington.edu/uwit/cte](http://www.washington.edu/uwit/cte)**

206-221-5000 "Select" Option 2 [help@uw.edu](mailto:help@uw.edu)