

Room Instructions for Document Camera Cart

Updated October 2014

This room is equipped with an AverMedia document camera on a cart.

To project a document with the Document Camera

1. Make sure that the room's data projector is turned on and ready.
2. Turn on the Document Camera by pressing the silver power button on its right side. When the camera is powered, a **GREEN** LED will light up above the control panel on the camera face.
3. Check to make sure that the document camera is connected to the room's data projector. To do this, use the HD-15 cable provided in the room (pictured right). This is the same cable you would use to **attach a laptop computer** to the projector.
4. Connect the HD-15 cable to the **BLUE** "RGB Output" on the back of the camera. This port is pictured at right.
5. Make sure on the control panel that you are selecting the laptop as the input source.
6. Lay your document flat next to the Document Camera and adjust the camera arm so that it is over your document. Use the toggle switch located on the camera head to place a spotlight or displayable area markers over your document.
7. Controls to zoom in and out, focus, or toggle auto-focus may be found on the document camera.



The Power button for the camera.



The Camera/PC button is used to toggle between the camera and a laptop or PC computer display.



HD-15 for document camera



Document Camera RGB Output

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: