

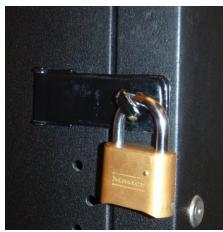
Classroom Technology

Blue Bell
Pottstown

Science Center, Physical Education, Cathcart, and South Hall Classrooms

Montgomery County Community College

Step 1: Unlock the Cabinet



The cabinet has a 4-digit combination lock. To obtain the combination, contact your department's administrative assistant or call the Help Desk at x6495.

To unlock the cabinet, select the combination by rotating the numbers on the lock. After the numbers are selected push up on the lock and then firmly pull out.

Step 2: Turn on the Projector

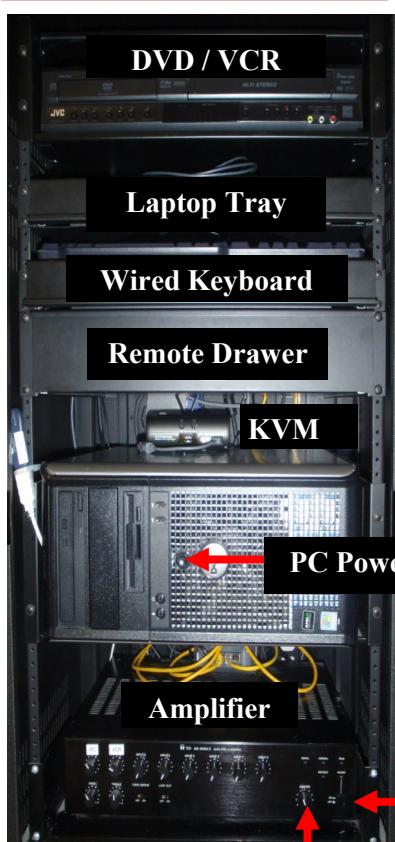
Point the remote at the projector and press the **RED** power button.



Projector



Inside the Cabinet



INSIDE THE DRAWER



1 - Wireless Keyboard 3 - Projector remote
2 - Wireless Mouse 4 - DVD remote

Step 3: Turn on the PC

Press the power button on the front of the PC.

To hear sound, the amplifier must be on and the volume turned up.

Playing a Video

1. Point the projector remote at the projector and press the **Video** button to toggle the projector to the DVD / VCR Combo player.
2. Turn on the DVD/VCR Combo Player inside of the cabinet.
3. Insert your DVD or VHS Tape in the DVD/VCR Combo player and press **Play**.
4. To toggle the projector back to the computer, point the remote at the projector press the **Computer** button.

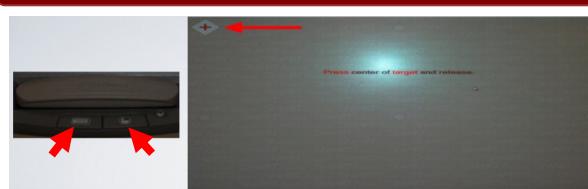


Using your laptop

To use your laptop, pull open the Laptop shelf in the cabinet.

	Plug the VGA cable into the VGA connection on your laptop.
	Plug the USB cable into the USB port on your laptop to use the mouse and keyboard.
	Plug the audio cable into the outlet on your laptop to have sound broadcast over the speakers in the classroom.
	Press the button labeled "2" on the KVM switch once to change the video display (amber light moves to the right.) Press and hold down the "2" button on the KVM switch again for a few seconds to change the control of the keyboard and mouse (green light moves to the right.)

Orienting The SMART Board



1. On the Smartboard, simultaneously press and hold down the keyboard and mouse buttons for about 2 seconds.
2. Follow the on-screen instructions by pressing the center of the target from one location to the next.

Troubleshooting Problems

Problem:	Solution:
Computer is not displayed on the Smartboard.	Press the Computer button on the projector remote. If it still does not display, press the button labeled "1" on the KVM switch once to change the video display (amber light moves to the left.) Press and hold down the "2" button on the KVM switch again for a few seconds to change the control of the keyboard and mouse (green light moves to the right.)
Laptop is not displayed on the Smartboard.	Press the button labeled "2" on the KVM switch once to change the video display (amber light moves to the right.) Press and hold down the "2" button on the KVM switch again for a few seconds to change the control of the keyboard and mouse (green light moves to the right.)
VCR/DVD output is not displayed on the Smartboard.	Press the Video button on the projector remote.
Smartboard is not aligned	Follow the instructions above to orient the Smartboard.
Smartboard does not respond to touch	Check to see if the light on the right side of the Smartboard a little above the pen tray is red. If it is, reboot the computer.
Laptop displays video but no sound	Check to be sure the KVM switch lights are aligned on the laptop side. If they are not, press and hold down the "2" button and verify that the amber and green lights are both on side 2 (laptop).

For additional information or assistance, please contact the Technical Help Desk at x6495.

This document can be accessed and printed via the MyMC3 portal > IT Help Desk and Updates > Documentation > Classroom Documentation