THE COLLEGE OF NEW JERSEY
MEDIA CLASSROOM INSTRUCTIONS

1. Unlock the cabinet with Multimedia Key #002

2. Turn the system on by pressing the "ON" button. The system takes about 60 seconds to warm up.

3. Select the source you wish to display using the buttons on the right hand side of the touch screen.

4. If you will be displaying the PC, you must first turn it on and log in using your TCNJ Novell ID.

5. If you are connecting a laptop computer, you may have to enable the laptop's external VGA output (This is done on TCNJ Dell laptops by pressing **Fn+F8**.)

6. If you are using the VCR or DVD player, the touch screen will show your buttons for Play, Fast Forward, Rewind, menu selection, etc.

7. Volume is controlled by the buttons on the left side of the touch screen, **Up**, **Down**, and **Mute**.

8. When you are done using the system, turn it off with the "Off" button. The touch screen will ask you if you are sure you want to shut down. You must select "Yes" if you want the system to shut down.

9. Please remember to log off the PC, lock the cabinet and shut down the system at the end of each class.