Please report problems with audio visual equipment to AV Services:
Phone: 204-949-8370
Email: av_edc@rrc.ca

To save energy and equipment life, the system has an automatic shut-off timer. Touch the screen hourly to keep the system on.

When exiting the theatre, please shut the system down by pressing EXIT on the touch screen.
GETTING STARTED

Crestron Touch Screen

The CRESTRON TOUCH SCREEN operates all of the audio visual equipment in the theatre. Start the system with the touch screen.

1. Start System

Tap sharply on the screen to begin.

2. Choose a start-up option

- **FULL SYSTEM** - to use any combination of equipment
- **LIGHTING ONLY** - to adjust theatre lighting only
- **SCREEN CONTROL** - to raise and lower the screen only
FULL SYSTEM OPTION

Use this option to use any of the audio visual equipment as well as screen and lighting options.

When you select this option:

- Data projector turns on automatically
- Screen lowers
- Microphone is activated (NOTE: Check the on/off switch on the microphone)

Select the equipment or function that you want to use:

- **LIGHTING** - to adjust the lighting
- **DVD** - to play a DVD
- **VCR** - to play a videocassette
- **LAPTOP LECTURE 1** - to connect a laptop
- **VISUAL PRESENTER** - to use the visual presenter (ELMO)
- **OVERHEAD PROJECTOR** - to raise or lower the screen when using an overhead projector
- **EXIT** - to exit and power down the system

Adjust the volume if necessary:

Use the up/down arrows at the top of the touch screen to adjust the volume.

**NOTE: NO REMOTES ARE PROVIDED.**
SCREEN AND LIGHTING FUNCTIONS

Screen Functions
Select OVERHEAD PROJECTOR from the menu. This enables the lowering and raising of the screen.

Lighting Functions
Select LIGHTING from the menu. Choose one of the lighting options presented on the screen.
VIDEO PLAYBACK
The DVD and VCR players are located in the cabinet to the right of the main podium.

Playing a video:
1. Put the video into the appropriate player.
2. Select DVD or VCR on the touch screen.
3. Use the functions on the screen to control video playback.

NOTE: NO REMOTES ARE PROVIDED.
CONNECTING A LAPTOP
The cables shown below are provided for connecting your laptop to the system.

**DO NOT DISCONNECT OR CHANGE CABLINGS IN THIS ROOM.**

Displaying your laptop screen:
1. Select **LAPTOP LECTURE 1** on the touch screen.
2. Connect the appropriate cable to your computer.
3. Power on and log in as usual.

**USING THE VISUAL PRESENTER**

**Without Laptop**
1. Select **VISUAL PRESENTER** on the touch screen.
2. Power on the visual presenter and select MAIN.

**With Laptop**
1. Connect the laptop as instructed in “CONNECTING A LAPTOP” section.
2. Use the touch screen to toggle between **VISUAL PRESENTER** and **LAPTOP LECTURE 1**.
EQUIPMENT LIST

Here is a list of equipment in A104.
All of this equipment is operated through the Crestron touch screen.

DATA PROJECTOR: Hitachi CP-X467 (mounted on ceiling)

Microphone

VCR and DVD player

VISUAL PRESENTER: ELMO HV-5100XG