

# CLASSROOM INFORMATION: JOHN DAY LT3

## EQUIPMENT

Projector	Staff card access-controlled safe
<ul style="list-style-type: none"><li>1 data projector</li><li>1 screen for projector output</li></ul>	<ul style="list-style-type: none"><li>DVD-VCR player with remote</li><li>Data projector remote</li><li>VGA cable</li><li>Audio cable</li><li>Network cable</li><li>Amplifier</li></ul>

## LIGHTING

Use the light switches next to the board to adjust the lighting as needed.

## DATA PROJECTOR

### 1. SETTING UP THE SCREEN

Pull the projector screen down manually to the required height.

### 2. OPERATING THE PROJECTOR

Press the data projector remote's **Power** button to turn the projector on / off.

**Note:** The projector takes 1 minute to warm up before you can use it. If it's recently been switched off, wait a few minutes before switching it on.

### 3. SELECTING AN INPUT

The projector can display one of these inputs:

Input	Instructions
DVD / VCR	<ol style="list-style-type: none"><li>Do not connect your laptop to the projector.</li><li>On the data projector remote, select <b>Video</b>.</li><li>Operate the DVD-VCR player via its remote, or the controls on the DVD-VCR unit in the safe.</li></ol>
Laptop	<ol style="list-style-type: none"><li>Ensure that the DVD-VCR player is off or in standby mode.</li><li>On the data projector remote, select <b>RGB / Computer</b>.</li><li>Connect your laptop to the projector.</li></ol> <p><b>* Note:</b> Only VGA laptops can be projected. HDMI laptops are not supported in this classroom.</p>

### 4. CONNECTING YOUR LAPTOP TO THE DATA PROJECTOR

Visual input	<p>Connect the VGA cable from the VGA socket on the teaching wall to your laptop's VGA output connector socket.</p> <p>If the projection screen doesn't display your laptop screen output:</p> <ol style="list-style-type: none"><li>Look for a <b>Function / Fn</b> (F1, F2, etc.) key on your laptop keyboard that represents the monitor display.</li><li>Hold the <b>Fn</b> key and press the relevant monitor display key.</li></ol>
Audio input	<p>Connect the audio cable from the amplifier in the safe to your laptop's earphone jack.</p>
Internet / network access	<p><b>Network cable:</b> Connect the network cable from the teaching wall to your laptop's LAN socket.</p> <p><b>Wireless:</b> To use the wireless network, connect your laptop to UCT's <i>eduroam</i> WiFi service*.</p> <p>* Visit <a href="http://www.icts.uct.ac.za/wireless-at-UCT">www.icts.uct.ac.za/wireless-at-UCT</a> for instructions.</p>

---

## AUDIO LEVELS

Use your laptop's built-in volume control. To adjust the speaker volume, use the **Aux 1** dial on the amplifier in the safe.

---

## PACKING UP

1. If your class is the last before Meridian or at the end of the day, turn off the data projector and the DVD-VCR player.
2. Unplug your laptop.
3. Put all items back in the safe and lock the safe.
4. Roll up the projector screen.
5. Turn off the lights.

---

## NEED HELP? *(Telephonic support hours: 7.30 AM to 6PM, Monday to Friday)*

Phone classroom support on 021 650 4500 (option 2), or send an email to [icts-css@uct.ac.za](mailto:icts-css@uct.ac.za).