

CLASSROOM INFORMATION: KRAMER 2B

EQUIPMENT

Projector	Staff card access-controlled safe
<ul style="list-style-type: none">• An overhead projector• A data projector• Screen for data projector output	<ul style="list-style-type: none">• DVD-VCR player with remote• Data projector remote• VGA cable• HDMI cable• Audio cable• Amplifier

LIGHTING

Use the light switches near the door to switch the **Board**, **Front**, and **Main** room lights on/off.

DATA PROJECTOR

Use the data projector to show visuals from a number of sources – such as your laptop, or the venue's DVD-VCR player.

1. SETTING UP THE SCREEN

Use the screen controls near the screen to set the screen at the required height.

2. OPERATING THE PROJECTOR

Press the data projector remote's **Power** button once to turn the projector on. The projector should take about 1 minute to warm up before you can use it.

Note: If the projector has recently been switched off, it may need some time to cool down before you can switch it on again. In such cases, give it a few minutes before switching it on.

3. SELECTING AN INPUT

Input	Instructions
DVD/VCR	<ol style="list-style-type: none">1. Do not connect your laptop to the projector.2. On the data projector remote, select Video.3. Operate the DVD-VCR player via its remote, or the controls on the DVD-VCR unit in the safe.
VGA-enabled laptop	<ol style="list-style-type: none">1. Ensure that the DVD-VCR player is off / in standby mode.2. On the data projector remote, select RGB / Computer.3. Connect your laptop to the projector (see <i>Connecting your laptop</i>).
HDMI-enabled laptop (or other HDMI device)	<ol style="list-style-type: none">1. Ensure that the DVD-VCR player is off / in standby mode.2. Connect your laptop to the projector (see <i>Connecting your laptop</i>).

5. CONNECTING YOUR LAPTOP TO THE DATA PROJECTORS

Visual input	<p>VGA-enabled laptop</p> <ol style="list-style-type: none">1. Connect the VGA cable to your laptop's VGA output connector socket.2. Connect the other end of the cable to the VGA socket on the floor next to the screen. <p>HDMI-enabled laptop (or other HDMI device)</p> <ol style="list-style-type: none">1. Connect the HDMI cable to your laptop's HDMI output connector socket.2. Connect the other end of the cable to the HDMI socket next to the safe. <p>If the display isn't immediately visible on the projector's screen, press the laptop's Fn key with the relevant F key that displays a picture of a monitor next to or above the F number (for example, F1).</p>
Audio input	<p>For a VGA-enabled laptop, connect the loose end of the audio cable (in the safe) to your laptop's earphone jack.</p> <p>For an HDMI-enabled laptop, the audio will be connected automatically when you connect the HDMI cable.</p>
Internet / network access	<p>Network cable: Connect your network cable from your laptop's LAN socket to the network socket on the floor next to the screen.</p> <p>Wireless: To use the wireless network, connect your laptop to UCT's <i>eduroam</i> WiFi service*.</p> <p>* Visit www.icts.uct.ac.za/wireless-at-UCT for instructions.</p>

AUDIO LEVELS

Use the Master dial on the amplifier in the safe.

PACKING UP

1. If your class is the last before Meridian / for the day, turn off:
 - The data projector
 - The DVD-VCR player
2. Put all items back in the safe and lock the safe.

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

Send an email to icts-css@uct.ac.za, or for immediate assistance, phone 021 650 4500 and select option 2.