**Turning On the Projectors & Selecting Input Sources**

1. Press button on screen  
   (Allow 1 minute for projector to reach full brightness)

2. Select LEFT, RIGHT or BOTH PROJECTORS

3. Select the source you want to display

4. Press the LEFT PROJECTOR or RIGHT PROJECTOR tab to change sources if needed

5. Use the controls given or follow the notes on screen

**TIPS:**
- Pressing VIDEO MUTE, then your PROJECTOR will black out the projected image on selected projector only.  
  (The buttons flash when engaged; press button again to bring the image back.)
- Use VIDEO MUTE before starting lecture and avoid students seeing your behind the scenes preparations; or  
  Use during short class breaks instead of DISPLAY OFF button and avoid waiting for projector cooldown & warmup

**Turning Off the Projector**

1. Press DISPLAY OFF button

2. Select YES on the screen

- Note: Projector must cool 1-3 minutes before you can safely turn it back on.

**Important:**
- Please DO NOT use VIDEO MUTE button to turn off the projector. (That's what the DISPLAY OFF button is for!)

**Screen Controls**

1. Press the SCREEN button

2. Select the screen you want to raise or lower

3. Press screen buttons to raise, stop or lower the projection screen

- There are duplicate screen controls located on the wall near the lectern if needed. Press BACK to go back to source selection.
Source (Program) Volume Controls

1. Make sure a source has been selected
2. Adjust source volume by turning the VOL knob

Note: System audio will be heard from the LAST source that was selected, so ensure if using dual sources and you need audio from one of them, that it is the LAST source you select.

TIPS:
- Pressing AUDIO MUTE (or turning the VOL knob all the way to the left) will mute all source volume.
- The button flashes when engaged. Pressing it again (or turning VOL knob back to the right) will un-mute the audio.

Lighting Controls

1. Press the LIGHTS button
2. Press screen buttons to turn on/off zoned lights

TIPS:
- Rooms are zoned to adjust front and rear fixtures independently, and within each zone you can select 1 or 2 bulbs lit per fixture.
- This allows you to turn off all front lights for projection, while leaving on 1/3, 2/3, or all of the rear lights for note taking.

Microphone Volume Controls

1. Plug in a microphone using the XLR input on side of lectern
2. Touch MIC button
3. Adjust mic volume using touchscreen controls

Note: Wired and wireless microphones are available for loan or rental from OIT CTS. Contact us for details!

Contact Information

For Questions and Assistance:
- Phone: x48833
- Email: smartclassrooms@uci.edu
- A/V troubleshooting
- Equipment orientations
- General inquiries
- Alerting the Facilities service desk (x45444) for HVAC, furniture, custodial, or other room issues.

Regular in-quarter assistance hours:
- Mon-Thu: 8am-8pm
- Fri: 8am-6pm

More SmartClassroom Tips:
Room projectors can now handle many laptop resolutions but we recommend using 16:10 aspect ratio and 1280x800 resolution.

When using a laptop, remember to adjust the laptop’s volume controls in the task bar and in the media player.

For lost items, contact our office or the UCI Police Department (x47187).