Turning Off the Projector

1. Press SYSTEM OFF button
   - Turning off the system automatically sets room lights to “All On” and returns the touchpanel to the ‘Start’ screen.
   - The computer, monitor, and microphone inputs remain active and usable.
   - Note: Projector must cool 3 minutes before you can turn it back on.
   - Important: Please DO NOT use VIDEO MUTE button to turn off the projector. (That’s what the SYSTEM OFF button is for!)

2. Press POWER DOWN
   - If the source does not display properly: select a different source, wait a few seconds, then re-select your preferred source.

Source (Program) Volume Controls

1. Make sure a source has been selected and is projecting
2. Adjust source volume using PROGRAM volume controls
   - Note: Audio and video get switched concurrently when selecting an input, so there’s no way to hear audio from one source while viewing video from another source.
   - TIPS: Pressing MUTE (or lowering the system volume all the way down) will mute all source volume. The button flashes when engaged. Pressing it again (or increasing/decreasing system volume) will un-mute the audio.

Auxiliary Microphone Volume Controls

1. Plug in a microphone using the XLR input on side of lectern
   - Note: Wired microphones and extra wireless mics are available for loan or rental from OIT CTS. Contact us!
2. Press AUDIO CONTROL
3. Adjust mic volume using AUX MIC volume controls
### Wireless Microphone Operation & Volume Controls

1. Turn on wireless microphone
2. Use ROOM MIC VOLUME controls
3. Controls also available under AUDIO CONTROL panel
4. Please turn off mic when finished!

### Lighting Controls

1. Press the LIGHTS button
2. Press screen buttons to turn on/off or select a specific percentage (or aisle)
3. Press the CLOSE button to go back to the main control page

### Screen Controls

1. Press the SCREEN button
2. Press screen buttons to raise, stop or lower the projection screen

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

**TIPS:** You will get the best projection quality by turning the lights to 75% or lower. You can leave the lights at 25% so your students can take notes.

There are duplicate screen controls located on the wall near the lectern if needed. Press CLOSE to go back to source selection.

### Contact Information

**For Questions and Assistance:**  
- Phone: **x48833**  
- Email: [smartclassrooms@uci.edu](mailto: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

**Summer Hours:**  
Mon-Fri: 8am-6pm

**More SmartClassroom Lecture Hall Tips:**  
Room projectors can now handle many laptop resolutions but we recommend using 16:9 aspect ratio and 1280x720 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).