# 3H06 Classroom Tech Guide

# Turn on input box:

- 1. Use the switch on the input box to turn it on (red light will appear on switch).
- 2. Set input box to Input A.

## Turn on the projector with the remote:

- 1. Press <u>My Button 1</u> on the remote for the desktop. Set Input Selection on box to <u>Input A</u>. Reboot the projector if the input box was turned off before turning on the projector.
- 2. Press <u>My Button 2</u> on the remote for the laptop. Use the HDMI cable on the desk to connect your laptop.



### **Document Camera Instructions:**

- 1. Set your projector source to desktop (<u>My Button 1</u>, <u>Input A</u> on input box).
- 2. Open the Visualizer icon on the desktop.



### Using Document Camera as a Web Camera:

- 1. Close Visualizer if it is open.
- 2. Have IPEVO set as your camera and microphone in the meeting room settings.
- 3. Press the Rotate button on the document camera if the camera is upside down.