Manchester Community College

AST Classrooms

Manchester, Connecticut

Audiovisual System Reference Manual

Prepared By

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INTRODUCTION

This manual provides technical information on the audiovisual system components, alternative methods of operations and troubleshooting information for the audiovisual system. For more in-depth information on the individual pieces of equipment, please refer to the original equipment manuals supplied with the each component.

The room has the following audiovisual features:

- Large-format video display of video and computer media on an electric projection screen, using a ceiling-mounted video projector.

- Audio playback through ceiling mounted speakers.

- Display and tuning of cable (campus) television services.

- Video playback via VHS VCR deck.

- Slide and film projection capabilities. In slide presentations, the lecturer at the podium may operate the projector. The room also supports film projector sound reproduction using the room sound system.

- Easy-to-use computer interfacing connections at the podium.

- Support for temporary or auxiliary video equipment at the podium.

- Automatic, remote control of the room environment (projector and screen) and audiovisual system equipment, accomplished through a graphical touch panel.

TOUCH PANELS – OVERVIEW

The audiovisual system is designed to be controlled through the use of *Crestron™* color graphic touch panels. Illustrated below are the primary menus you will encounter. Follow the instructions displayed on the screen to operate the system.

LOGO PAGE

MAIN MENU PAGE

EXIT MENU PAGE

TOUCHPANEL OPERATION

LOGO PAGE

This is the default page. It is the first page you will encounter when using the system. It is also the page the displayed after you exit the system. To begin an AV session, touch anywhere on the opening Logo page and the main menu will "pop up".

MAIN MENU

From this menu all major selections and controls will be made. When a button has been selected the text and border will change color to indicate which button has been pressed. When any video source (Aux Video, Doc Cam, PC or VCT/TV) is selected, the screen is automatically lowered and the projector is powered on. They may also be operated manually using the buttons displayed on the menu.. Volume may be controlled through the K (up) or j (down) buttons. The mute button toggles the mute on or off.

Aux Video

Document Camera

The Auxiliary Video and Document Camera have no remote control options.

PC (Computer)
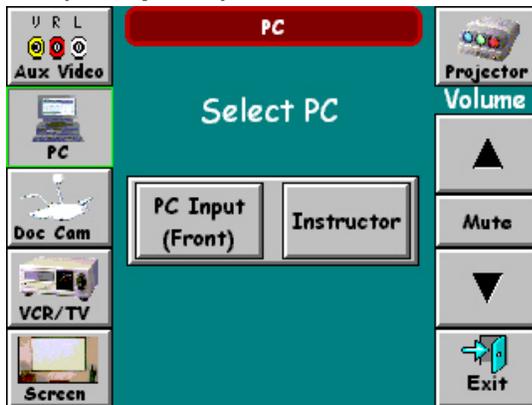
You can select between the Instructor's computer or one connected to the system through the auxiliary floor-box connection located in the front of the room

VCR

By selecting the "**VCR/TV"** button the VCR control menu is enabled. Standard VCR control is enabled using the VCR sub-menu.

To use the television tuner feature of the VCR select the "**Channels**" button and the channels select menu on the following page is enabled.

Television

To get to the tuner section for television viewing follow the steps outlined previously in the **VCR** section. To select your desired channel simply press the appropriate number(s) on the keypad or use the K (up) or J (down) arrow buttons.

To return to the VCR section simply push the **"VCR Controls"** button.

The screen will lower automatically when one of the video inputs is selected. In addition, the screen may be manually lowered or raised by pressing the desired button. The screen is raised automatically when the system is shut down.
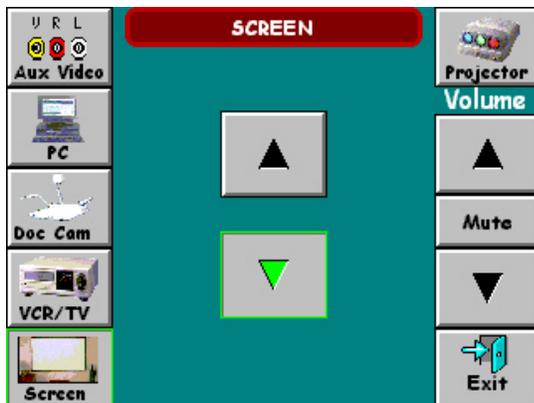
Screen   Projector

The projector will be automatically turned on when one of the video inputs is selected. You can turn it on or off manually by pressing the desired button. The projector is automatically turned off when the system is shut down.

SHUTTING DOWN THE SYSTEM

This is the shut down screen. From here you can either shut the system down or cancel the shut down procedure and return to the previous menu.

To shut down the system press the exit button on the Main Menu. You will be given an option to proceed or cancel the shut down procedure

The system is designed to shut down after 2 ½ hours of inactivity. In other words, if no buttons are pressed for 2 ½ hours the system will shut down automatically. This includes raising the screen and shutting off the projector. Before that occurs, a warning screen occurs giving the user the option to cancel the shut down procedure.

Warning Screen   **Shut Down Screen**

This is the warning screen, which gives the user 3 options: (1) cancel the shutdown, (2) shut down the system immediately or (3) do nothing and let the system automatically shut down by itself. (In this illustration the **"Shutdown Now"** button has been selected.)

TROUBLESHOOTING

PROJECTOR PROBLEMS

No Display

- Is it plugged In?
- Is it turned on?
- Are the lamps burned out?

Control Problems

- Is it plugged in and turned on?
- Is the equipment rack on?
- Are all components in the rack on?
- Is the control cable (*Control S In*) properly plugged in?
- Is the projector in the cool-down/warm-up cycle?
- Has the desired input been correctly selected?

INPUT PROBLEMS

- Is the desired device correctly selected?
- Is the equipment rack on?
- Are all components in the rack on?

VCR

- Is the VCR on?
- Is the tape being used defective?
- Has the desired taped been correctly inserted?
- Did you press the **Play** button?
- Is the correct input selected on the front of the VCR?

TV

- Is the VCR on?
- Is the correct input selected on the front of the VCR?
- Is the RF signal connected?
- Is the tuner set to a valid channel?

Document Camera

- Have you selected Doc Cam on the touch panel?
- Is the Document Camera On?
- Has the lighting been set correctly?
    - Illuminate transparencies from below.
    - Illuminate books, letters, and other opaque material from above.

Computer (PC)

- Is the computer on?
- Is the computer properly connected?
- Is the audio correctly connected?
- Did you press the correct keys on the laptop to route the audio signal to the monitor output jack?