### Churchill Tower 204 - Level 3 Classroom - Seats 42

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<th>Equipment</th>
<th>Room Features</th>
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<td>• SMART Board Interactive Whiteboard (click <a href="#">here</a> for more info)</td>
<td>• Seats 9</td>
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<td>• Wall-mounted LCD projector</td>
<td>• Tablet arm desks (non-movable)</td>
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<td>• Windows computer</td>
<td>• Light switches by door</td>
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<td>• Blu-ray player with remote control</td>
<td>• Internet and network access</td>
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<td>• Ability to connect a presenter's laptop (VGA &amp; HDMI)</td>
<td>• Phone (located in hallway)</td>
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<td>• Tablet arm desks (non-movable)</td>
<td>• Chalkboards (front &amp; side walls)</td>
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### Instructor's Table with Hide-Away Computer Monitor

The equipment for this room is located at the instructor's table, which has a Hide-Away feature for the computer monitor.

Lowering the computer monitor into the table when not in use provides the students a clear view of the chalkboard, as well as provides the instructor an unobstructed view of the students. In addition, this table design includes tabletop power plugs and cables for laptop connectivity inside the cable cubby.

Follow the instructions below to use the computer monitor. Simply reverse the steps if you wish to lower the monitor inside the table.

1. Lift open...
2. ..and pull the monitor up...
3. ...to use it during class.

### Powering Up the Equipment

The wall-mounted LCD projector is controlled using the SMART Board Control Panel located to the right of the SMART Board's pen tray.
Press the POWER button to turn on the LCD projector. After pressing POWER, wait until the button has stopped flashing before selecting the desired source button on the SMART Board Control Panel. The projector will not receive the command to switch until after it has finished warming up.

The resident computer and Blu-ray player are powered on using the appropriate button located on each device.

**Volume**
The adjustment of volume is done using the knob located on the right-side of the SMART Board Control Panel.

**NOTE:** Computers have their own volume controls which may need to be adjusted separately.

**Resident Computer @ Equipment Rack**
Press the POWER button on the resident computer to turn it on. **CT 204 is equipped with a rack-mounted HP computer.** USB ports are located next to the computer's power button.

Once the computer has been powered up, press the INPUT button on the SMART Board Control Panel until the projector is set to VGA-1 mode to display the image on both the monitor and LCD projector simultaneously.
SMART Board Interactive Whiteboard
The SMART Board Interactive Whiteboard is connected for use with the room’s resident computer. After logging in to the computer, press the INPUT button on the SMART Board Control Panel until the projector is set to VGA-1 mode. The SMART Board software will automatically load after you log in to the computer.

Click here for more information regarding the SMART Board Interactive Whiteboard found in this classroom.

Blu-ray or DVD Playback (via the Blu-ray player)
Once the equipment is powered up, insert your disc into the Panasonic Blu-ray player. The player is controlled using the buttons on the unit or the corresponding Panasonic remote control provided.

Press the INPUT button on the SMART Board Control Panel until the projector is set to VIDEO mode to display the image on the LCD projector.

Connecting a Laptop
The cables needed for connecting a laptop computer are found inside the cable cubby on the instructor’s table. The HDMI connection carries both video and audio. For more information see Selecting HDMI Audio Output.
**Using the VGA cable**

1. Plug the VGA cable into your laptop's VGA port.
2. Plug the audio cable into your laptop's headphone jack.
3. Press the INPUT button on the SMART Board Control Panel until the projector is set to VGA-2 mode.
4. If needed, set your laptop to display on a secondary display.

**Using the HDMI cable**

1. Plug the HDMI cable into your laptop's HDMI port.
2. Press the INPUT button on the SMAF until the projector is set to HDMI mode.
3. If needed, set your laptop to display on a secondary display.

Don't have a VGA or HDMI port on your laptop? Visit [Training & Support](#) to find out what type of adapter is needed to connect your laptop.

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**Powering Down the Equipment**

Press the POWER button TWICE on the SMART Board Control Panel to turn off the LCD projector. The resident computer and Blu-ray player must be powered off separately. Instructions for shutting down the computer are found below.

Be sure to remove any media from the equipment before shutting it down.

**Powering Down the Resident Computer**

1. Open the Start Menu (click on [ ] in the lower-left corner).
2. Click the "Shut Down" button.