Pease Note: This room’s PC does NOT have a DVD drive. If you are planning on playing a DVD, CD, etc. you will need to use the room’s DVD or Blu-ray player.

Need to access files saved on a DVD from the computer? You can arrange for use of a portable optical drive by contacting the ITS Help Desk at ext. 8340. Staff can also provide assistance outside of class time with moving files off a disc to D2L, Google Drive, etc. so you can access the files without needing to use a portable optical drive.

Wireless Projection Pilot Program

As part of a pilot program for Spring 2017, this room’s resident computer allows for wireless mirroring of iOS and Android devices via Reflector 2.

After logging into the resident computer, double click on the Reflector 2 icon on the desktop. Make sure your phone or tablet is connecting to the gryphon wireless network before proceeding.

iOS Instructions

- After unlocking your device, swipe up from the bottom of the screen to open the Control Center.
- Tap the AirPlay Mirroring icon to reveal the AirPlay list.
- The classroom you are in should be in the list. Simply select it to mirror the image from your phone/tablet on the computer desktop.
- You can contact the ITS Help Desk at ext. 8340 to get the needed password.

Android Instructions

- After unlocking your device, use the built-in Cast* function to display the list of available devices.
- The classroom you are in should be in the list. Simply select it to mirror the image from your phone/tablet on the computer desktop.
- You can contact the ITS Help Desk at ext. 8340 to get the needed password.

*Don't have the ability to Cast on your device? Download the Google Home app on your device first.

If the touch panel's screen is black, touch the screen to wake the display. When the Canisius Logo Screen appears, tap the screen and enter the required Access Code (63520).

After successfully entering the Access Code, the equipment will power-up and the Crestron will display the message “Please Wait...LCD Projector Warming-up.” Once the projector is ready, the Crestron will display the Main Menu, further identifying the function of the hard-buttons.
• Press the menu icon in the upper left corner and select **Cast screen / audio**.
• Press the **CAST SCREEN / AUDIO** button to see the **Cast to** list.
• The classroom you are in should be in the list. Simply select it to mirror the image from your phone/tablet on the computer desktop.
• You can contact the ITS Help Desk at ext. 8340 to get the needed password.

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

**Projector Standby (PIC-MUTE)**
Each source page (Local Computer, Podium Laptop, Document Camera, etc.) has a Projector Standby button located in the lower left corner of the screen. Pressing this button once will place the projector in standby or pic-mute mode. While this mode is active, the button will flash. Simply press the button again to take the projector out of standby mode.

**Volume**
Each source page (Local Computer, Podium Laptop, Document Camera, etc.) has a volume control section located on the right side of the screen. Volume up, down, and mute controls are provided.

**Projection Screen**
Press the SCREEN button on the Crestron to display the appropriate touch-screen controls. Up, down and stop buttons are provided.

A wall plate, found to the right of the whiteboard behind the lectern, can also be used to control the screen.

**Resident Computer @ Lectern**
Press the POWER button on the resident computer to turn it on. **SH 1013A is equipped with a HP computer.** A USB port is located next to the Crestron. Additional USB ports are found next to the computer's power button.

Once the computer has been powered up, press the **PC (Computer)** button on the Crestron to display the appropriate touch-screen controls.
Lighting controls are located next to the door.

The computer is located on the left shelf of the lectern.

Screen and additional lighting controls, along with a phone, are located on the wall behind the lectern.

The resident computer is connected to a web camera and separate USB microphone for use with Zoom. For the best audio quality, it is important to switch the microphone from the one built into the web camera to the USB microphone. To do so, click on the arrow next to the microphone icon in your Zoom meeting and select “Microphone (UM02)” from the list of options.

Web cam and microphone
USB microphone active
USB microphone muted

The USB microphone can also be muted and unmuted by pressing the button on top of the microphone. When the blue lite is lit, the mic is live, when the lite is off, the mic is muted.

Document Camera
The Doc Cam's power and lights must be turned on manually using the controls located on the camera itself. Click here for more information regarding the document camera found in this classroom.

Once the camera's power is on, press the DOC CAM button on the Crestron to display the appropriate touch-screen controls.

Click on the image below to zoom
Blu-ray or DVD Playback (via Blu-ray player)
Press the OPEN/CLOSE button on the Blu-ray player and insert your disc (DVD or Blu-ray) into the disc tray. Press the BLU-RAY button on the Crestron to display the appropriate touch-screen controls.

Touch-buttons are provided which allow you to control the Blu-ray player from the Crestron. The only time you ever touch the Blu-ray player itself is to insert or eject your disc.

Connecting a Laptop
The cables needed for connecting a laptop computer are found on the instructor's lectern. The HDMI connection carries both video and audio. For more information see Selecting HDMI Audio Output. In addition to cables for connecting a laptop, a power outlet is also located on the lectern for your convenience.
1. Plug the VGA cable into your laptop's VGA port.

2. Plug the Ethernet cable into your laptop's network jack (if needed).

3. Plug the audio cable into your laptop's headphone jack.

4. Press the LAPTOP button on the Crestron to view the "Podium Laptop" screen.

5. Press the "Analog (VGA) Laptop" touch-button.

6. Turn on your laptop’s power.

7. 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.
**Classroom Capture**
The classroom capture system is for recording lectures, guest speakers, etc. It allows for video & audio recording of the faculty member along with (non-encrypted) content from the resident computer, a laptop, or the document camera. Users must provide their own USB thumb drive in order to record. Click [here](#) for more information.

**Auxiliary Video Input**
Use the external Audio/Video cables located on the instructor’s lectern to display images from a portable VHS VCR or other external device; composite audio/video cables are provided.

After connecting your device with the appropriate cables, press the AUX button on the Crestron to display the appropriate touch-screen controls.

**Powering Down the Equipment**
Press the SHUTDOWN button on the Crestron to display the appropriate touch-screen controls. Press the “Yes, Shutdown” button to proceed with shutdown or the “No, Go Back” button to cancel.
The resident computer, document camera, 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 the Start button in the lower-left corner).
2. Click the "Shut Down" button.