## Equipment

- Crestron Hard-Button Control Panel
- Ceiling-mounted LCD projector
- Ability to connect a presenter's laptop
- Motorized projection screen

## Room Features

- Workbenches and chairs
- Light switches by door
- Internet and network access
- Phone (wall-mounted by door)
- Whiteboard (front wall)

## Powering Up the Equipment

The equipment is controlled from the flip down shelf using a black multi-button Crestron Control Panel.

### Press the POWER ON button on the Crestron.

After pressing POWER ON, wait until the button has stopped flashing before selecting the desired source button on the Crestron. The projector will not receive the command to switch until after it has finished warming up.

### Projector Standby (PIC-MUTE)

Press the DISPLAY MUTE button on the Crestron once to place the projector in standby mode. Simply press the button again to take the projector out of standby.

### Volume

The adjustment of volume is done using the knob located on the Crestron.

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

### Projection Screen

Use the screen control wall plate, found to the left of the whiteboard, to operate the motorized screen. UP, DOWN, and STOP buttons are provided.

### Connecting a Laptop

The wall plate and cables (VGA, HDMI, and DisplayPort-to-HDMI) needed for connecting a laptop computer are found inside the flip down shelf. In addition to cables for connecting a laptop, a power outlet is also located inside the flip down shelf for your convenience. The HDMI connection carries both video and audio. For more information see Selecting HDMI Audio Output.
1. Plug the VGA cable into the VGA port (“PC IN”) on the wall plate inside the flip down shelf.

2. Plug the VGA cable into your laptop's VGA port.

3. Plug the appropriate end of the audio cable into the audio jack on the wall plate and the other end into your laptop's headphone jack.

4. Press the VGA button on the Crestron.

5. Turn on your laptop's power.

6. If needed, set your laptop to display on a secondary display.

1. Plug the HDMI cable into the HDMI port (“HDMI IN”) on the wall plate inside the flip down shelf. If using the DP-to-HDMI cable, plug the HDMI end into the wall plate.

2. Plug the HDMI cable into your laptop's HDMI port. If using the DP-to-HDMI cable, plug the DisplayPort end into your laptop's DisplayPort.

3. Press the HDMI button on the Crestron.

4. Turn on your laptop's power.

5. If needed, set your laptop to display on a secondary display.

**Click on the image below to zoom**

![Wall plate for laptop connection](image)

Inside the flip down shelf is a wall plate used for connecting a laptop for display on the LCD projector

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**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**

Just below the POWER ON button is a POWER OFF button. Press it to turn off the LCD projector and raise the motorized screen. The POWER OFF button will flash until the projector is ready to be used again. Make sure to disconnect the cables from the wall plate before closing the flip down shelf.

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**Auto-Shutdown**

The projector will display the following image when it is not receiving a signal from a connected device:
If the projector does not receive a signal for 15 minutes, the projector will shut off automatically. The POWER ON button on the Crestron will remain lit and the motorized screen will remain down. Simply press POWER ON to turn the projector back on or press POWER OFF to properly shut down the equipment and raise the screen.