### KC G18

**Photos**

- KC G18 seats 20 students.
- KC G18 is equipped with one whiteboard.
- Lighting controls are located next to the door.
- A phone is located in the hallway outside the room.

**Koessler Athletic Center G18 - Level 3 Classroom - Seats 20**

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Room Features</th>
</tr>
</thead>
</table>
| - Ceiling-mounted LCD projector with remote control  
- Windows computer  
- Document camera (click [here](#) for more info)  
- DVD/VCR combo unit with remote control  
- Ability to connect a presenter's laptop (VGA)  
- Pull-down projection screen | - Seats 20  
- Tablet arm desks (movable)  
- Light switches by door  
- Internet and network access  
- Phone (wall-mounted in hallway)  
- Whiteboard (front wall) |

### Powering Up the Equipment

The ceiling-mounted LCD projector is controlled using the EPSON remote control.

Press the POWER button to turn on the LCD projector. After pressing ON, wait until the projector has warmed up before selecting the desired source button on the EPSON remote control. The projector will not receive the command to switch until after it has finished warming up.

The resident computer, document camera, DVD/VCR combo unit, and amplifier are all powered on using the appropriate button located on each device.

**NOTE:** The red switch (labeled "SWITCHED OUTLETS"), located at the bottom of the rack inside the lectern, must be turned on in order to use the technology in the room.

**Projector Standby (AV MUTE)**

Press the AV MUTE button on the EPSON remote control once to place the projector in standby mode (or pic-mute) mode. Simply press the button again to take the projector out of standby.

**Volume**

If not already on, press the POWER button on the Crown amplifier to turn it on. The adjustment of volume is done using the knobs located on the Crown amplifier. The left knob controls volume for the DVD/VCR and the right knob controls volume for the resident computer and laptop connection.
The amplifier is located at the bottom of the rack

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

**Resident Computer @ Lectern**
Press the POWER button on the resident computer to turn it on. *KC G18 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 COMPUTER button on the EPSON remote control and both button #1's on the Extron switcher to display the image on both the monitor and LCD projector simultaneously.

The computer is located at the top of the rack

**Document Camera (ELMO)**
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.
Press button #3 on the Extron switcher to display the document camera.

Once the camera’s power is on, press the COMPUTER button on the EPSON remote control and both button #3’s on the Extron switcher to display the image on both the monitor and LCD projector simultaneously.

**DVD or VHS Playback (via the DVD/VCR combo unit)**

Once the equipment is powered up, insert your disc or VHS tape into the Zenith DVD/VCR combo unit. The combo unit is controlled using the buttons on the unit or the corresponding Zenith remote control provided.

Press the VIDEO button on the EPSON remote control until the projector is set to VIDEO mode to display the DVD/VCR image on the LCD projector. To switch between DVD and VCR modes, press the DVD/VCR button found on the combo unit itself.

**Connecting a Laptop**

The cables needed for connecting a laptop computer are found on the instructor’s lectern. In addition to cables for connecting a laptop, a power outlet is located near the bottom of the rack (under the Crown amplifier) for your convenience.

**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 COMPUTER button on the EPSON remote control.

4. Press both button #2's on the Extron switcher.

5. Turn on your laptop's power.

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

Don't have a VGA port on your laptop? Visit Training & Support to find out what type of adapter is needed to connect your laptop.
Powering Down the Equipment
Press the POWER button twice on the EPSON remote control to turn off the LCD projector.

The resident computer, document camera, DVD/VCR, and amplifier 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.

"No Signal" Auto-Shutdown
The projector will display the following image when it is not receiving a signal from one of the available sources (resident computer, document camera, DVD/VCR, etc.). This happens because either the source itself is turned off or, in the case of a laptop, not set to display its image on the projector.

"No Signal" Screen

<table>
<thead>
<tr>
<th>KOESSLER CENTER G18</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO SIGNAL PRESENT</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>The LCD projector will shut down automatically if no signal is present after 15 minutes. If you wish to continue using the equipment, make sure the desired source (resident computer, document camera, laptop, etc.) is powered on and selected.</td>
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<tr>
<td>QUESTIONS? CALL THE ITS HELP DESK AT EXT. 8340.</td>
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</tbody>
</table>

After displaying the above image for 15 minutes the projector will shut off automatically.

When the projector displays the "No Signal" Screen, you have 15 minutes to select your desired source with the EPSON projector remote control and Extron switcher. If the projector does not receive a signal after 15 minutes it will shut off automatically.

Powering Down the Resident Computer

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