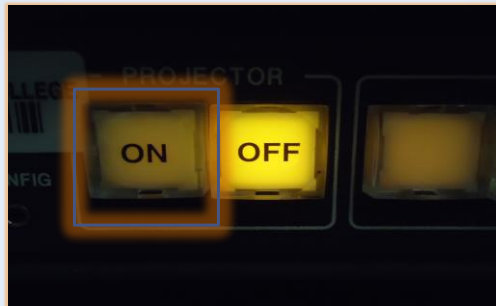




SYS 5 Controlled Room



Basic Instructions



Please take a moment and locate this control panel. Once located, press the ON button to turn on system. Be advised that it may take 1 to 2 minutes for the system to fully turn on. Please be patient.



While waiting for the system to power on, make sure that the equipment you would like to use is also powered on.

For example, if you are using the PC/Laptop, please turn PC/Laptop on and log in using the appropriate username and password.



You may also power on the document camera or the DVD/ VCR combo unit if available.



Some classroom will have a VGA with audio cable for your laptop. If you are using your laptop, you may plug it in at this time. Please make sure that it is also powered on.



You are now ready to choose what equipment image you would like projected. For example, selecting PC will project the image from your PC desktop.



When finished, please power off the system by pressing the OFF button. The system will cool down for a few seconds and turn off.



If you have any questions or would like to schedule an individual training session, please call Media Technologies at 201-447-7132 or simply dial x7132 when on campus.

We can also be reached by e-mailing mediatechnologies@bergen.edu or by visiting our office located at West Hall in room W119.

We are here to help.