

Detailed Instructions for Bevill Biomedical Research Building 170

1. Begin by touching "Start Class."



2. A warm-up screen will appear for about 20 seconds.
3. The main screen will appear.

- Home: Use this button to return to the main screen at any time.
- Help: Displays the phone number to call if you are having problems with the equipment in the room.
- Pic Mute: Displays a black screen from the projector so students will not see image from source.
- Vol Up: Turns up the volume from the source.
- Mute: Mutes the audio from the source.
- Vol Down: Turns down the volume from the source.



4. A dual boot Mac Mini has been placed in this room. By default this computer is set to boot as Windows XP.

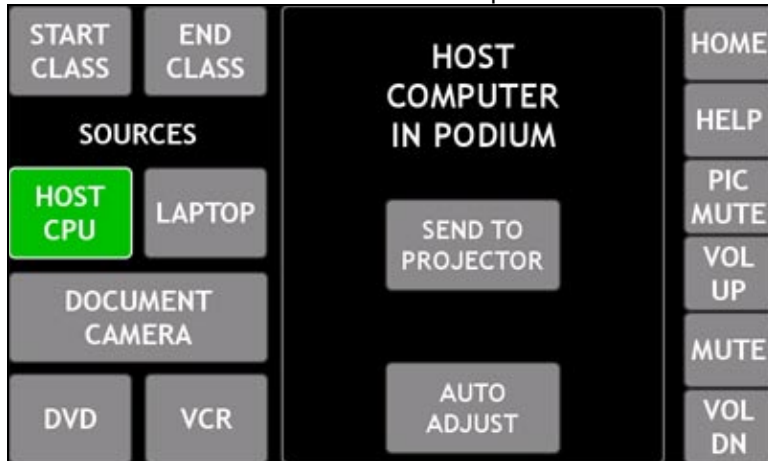
For Windows: please log into the host computer with your BlazerID and strong password. If the screen is black you may need to open the cabinet and turn on the computer. To log in you will need to press the **Ctrl, Alt** and **Delete** keys at the same time, then enter your BlazerID and password when the login screen appears.

For Mac OS: press the **Ctrl, Alt** and **Delete** keys at the same time, then select the Restart option. Once the computer begins to restart, press and hold down the **Alt** key until the OS Boot option appears. Click on the Macintosh option and the system will boot as Mac OS X. When you are finished, please restart the computer and it will default back to Windows XP.

Source Controls

For each source there will be a “Send to Projector” and “Auto Adjust” button. “Send to Projector” will send the source you have selected to the projector. “Auto Adjust” will adjust the image to the center of the screen in case the image gets out of sync.

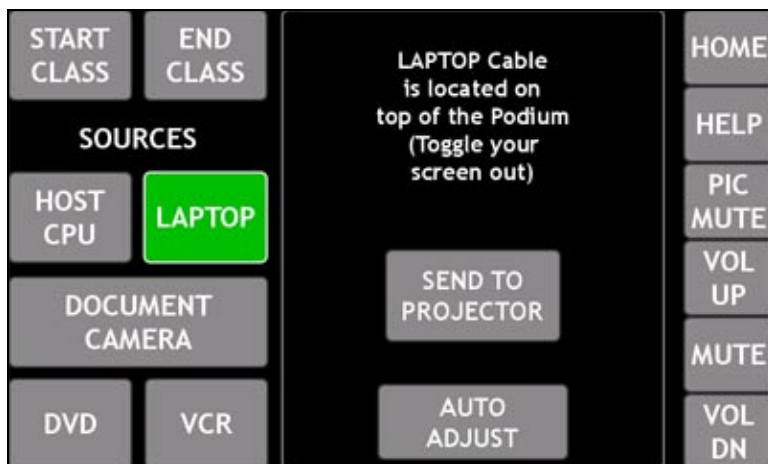
1. **Host CPU:** Selects the lectern’s computer.



2. **Laptop:** Selects a user-provided laptop that can be connected to the cables (video and audio) located on the lectern. Internet connectivity is accessible for laptops only through UAB Wi-Fi, which requires a BlazerID and password.

Adaptors for Mac laptops can be found in the draw on the left side of the lectern.

Please be aware of the laptop’s volume setting because the AMX control is not designed to adjust the settings on personal laptops.

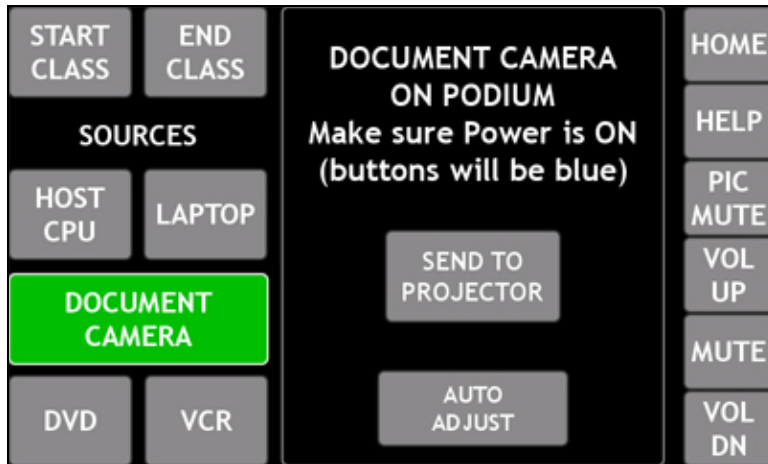


3. **Document Camera:** Selects the Document Camera. All the lights on the documents cameras control panel should be BLUE.

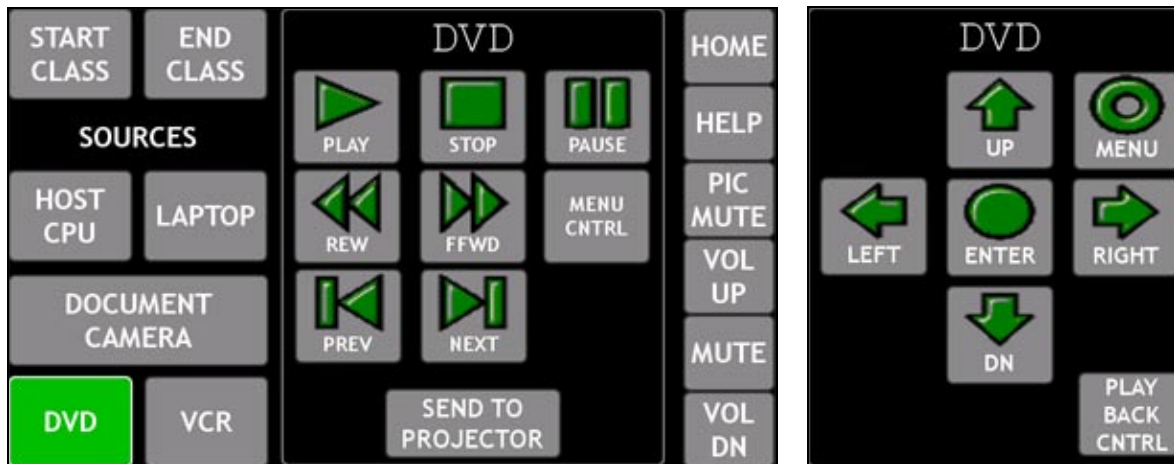
Controls located on the document camera include: Zoom, Bright (light/dark settings), and Freeze (which freezes the display image until button is hit again).

For **Transparencies** there is a separate button located on the left edge of the transparency device on the top of the document camera.

Please remember to turn the transparency adaptor off when you are finished using it.

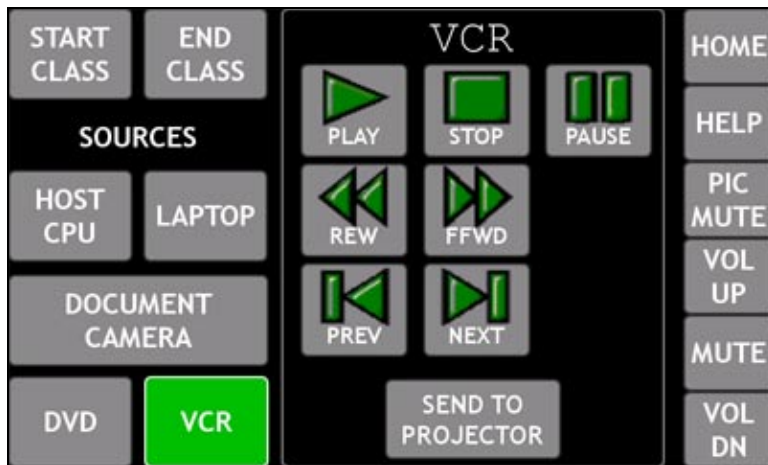


4. **DVD:** This selects the DVD player as the source of input. This can be controlled completely from within the AMX control.



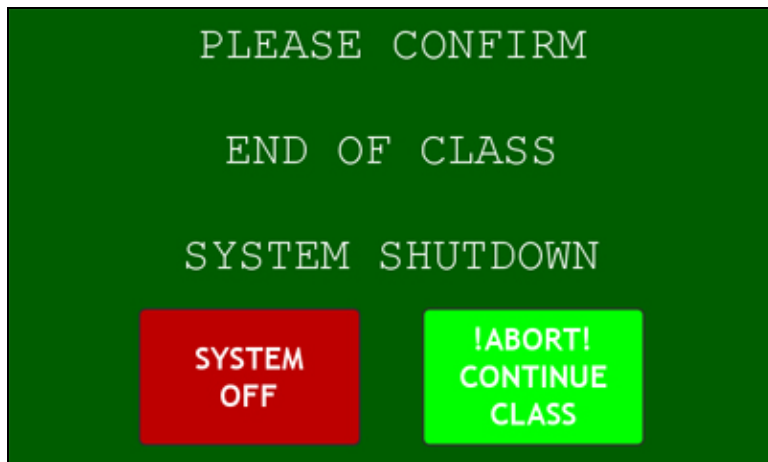
DVD Playback Controls shown on the above left. DVD Menu Controls shown on the above right.

5. **VCR:** This selects the VCR as the source of input. This can be controlled completely from within the AMX control.



System Shut Down

End Class: This will shut the system down completely. Please keep in mind that it will take several minutes to restart should you change your mind. **When taking this step, please be sure to log out of the host computer (or Restart if using the Mac OS).**



Additional Information

USB / Flash Drives: A cable is provided on the top of the lectern to connect USB devices and Flash drives.

Remote: The remote for PowerPoint presentations will be kept in the document camera drawer. The remote has four (4) buttons: the Forward, the Back, the Laser Pointer and the Blank Screen.

Lectern: The doors on the front of the lectern will remain unlocked for access to the computer's CD drive, DVD player and VCR.

Screen Controls: If you need to use the screen without powering up the room, there are manual controls on the wall to the right of the lectern.

Lighting Controls: Lighting controls are located on the wall to the right of the lectern. There are four light presets:

1. All On
2. Presentation (lights on lectern only)
3. Speaker/Note Taking 1 (lights on lectern and dim lights for audience)
4. Speaker/Note Taking 2 (lights on lectern, left whiteboard and dim lights for audience)

Should you have any difficulty or questions, please call AskIT! This number is displayed when you touch the "Help" button in the upper right corner.

