

Getting Started

Heritage Hall Single Projector Classrooms

Starting Class

To turn the power on for the equipment, press the “Start Class” button on the AMX touch panel located on the lectern. (If the screen is blank, touch the screen to wake up the system.) Pressing the “Start Class” button will start the projector, lower the screen and set the host computer as the input source. The touch panel will display a screen that will state the system is warming up; this stage lasts approximately twenty seconds. Next, 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.

AMX Touch Panel

The following are the buttons you will see on the AMX touch panel located on the lectern:

Source Controls:

- Host CPU: Selects the lectern’s computer. This is selected automatically when the system is started.
- 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.
- Document Camera: Selects the Document Camera. This can be controlled completely from within the AMX control, or alternatively there are buttons on the document camera itself which can be used to adjust settings.
- DVD: Selects the DVD player. All controls for the DVD player will appear in the middle section on the touch panel. There will be a “Menu Control” button that will bring up a screen with navigation controls so that you can access different portions of the DVD. Select the “Play Back Control” to return to the regular controls.
- VCR: Selects the VCR. All controls for the VCR player will appear on the touch panel.

Other Controls:

- Audio Controls: Allows you to control volume for microphones, host PC, laptop and DVD/VCR.
- Utility Controls: Allows you to control settings for power, microphones, and speakers.
- End Class: Displays a screen that asks you to verify that you want to shut the system down; press the green “Yes” button to exit or the red “No” button to cancel.
- Home: Clears the middle section of the touch panel.
- AutoSync: Detects pixel and formatting information and sizes images for display.
- Master Volume Arrows: Use the up and down arrows to control the volume.
- Mute: Mutes the audio from the source.
- Video Mute: Displays a black screen from the projector so students will not see image from source.
- Help: Displays the phone number to call if you are having problems with the equipment in the room.

Ending Class

To end the class, please log out of the host computer (do not shut down – please leave on for subsequent classes). Next, select “End Class” on the AMX touch panel, then press the green “Yes” button to confirm.

Other Notes

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

Volume: All volume is controlled by touch panel.

For laptop users: A mini audio cable connected to system is provided, and is located on the left side of the lectern for hook up to the mic port on your computer. Please be aware of the laptop's volume setting because the AMX control is not designed to adjust the settings on personal laptops.

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

Screen Controls: If you need to use the screen without powering up the room, there are manual controls on the wall close to the lectern or by the door. Otherwise please use the AMX console to control the screen.

Blind Controls: Please use the control located on the wall to adjust the blinds; it consists of three buttons for up, stop and down.

Lighting Controls: Manual lighting controls are located on the wall.

HELP

If at any point you need assistance, please call the AskIT helpdesk at 996-9999 (6-9999 from a campus phone).