

Instructions for Using the Projector and Computer in 372B

To arrange a session to test the equipment prior to the use of the room, please contact Trent Garner (tgarn@uark.edu, 575-7219) or Performing Arts and Media (avserv@uark.edu, 575-5517)

Directions must be followed in order.

1. Press the PC button on the black control box on the west wall to connect the computer to the projector and the speakers. If you don't press this button, you will not have projection from the computer or sound from the speakers. If the light beside the button is green, it is already turned on. The projector will come on through this action.
2. Turn on or log on to the computer. If the computer is on but hibernating, as is likely if it hasn't been used recently, you may need to press the power button on the computer once, quickly but firmly, to revive it (other computers probably don't need this).
3. Log in on your network log-in. There is currently no group log-in.
4. Shut down the computer when you are finished.
5. Press the PC button on the black control box on the west wall for five seconds to disconnect the projector and speakers from the computer.
6. If you have connected a different computer to the system, unplug the cable and the audio cable and replace them in the sockets in the Evron box (see below).
7. Lock the room when you leave.

Special notes:

Sound system: The volume control knob for sound from the installed speakers is on the same control box as the PC button, on the west wall. Use this knob to increase or decrease output volume. If you do not hear sound, also check the volume control on the computer.

Laptop use: You may connect a different PC, such as a laptop, to the system in the room by disconnecting the special cable that runs from the control box on the bottom of the power line on the west wall from the Evron box (small black control box set in the computer table cabinet), and connecting it to the desired machine. If you want sound from the speaker system, you must also plug in the small audio cable that is part of the black cable into the current computer. Then follow the instructions above. Please reconnect the black cable to the Evron box when you are finished.

Timeouts: The black box may time out the system involuntarily. If this happens, the projector may turn off and/or the screen may rise. If the projector turns off, press the PC button on the control box to resume projection. If the screen rises, you will need to let the system cool down before turning it back on, which may take five minutes. Interacting regularly with the computer will minimize the chances of a timeout.