University of New Hampshire
IT - Academic Technology
Audiovisual Services
Technology Enhanced Classroom Training

Audiovisual Services Hotline:
Ext. **2467** (**603-862-2467**)
http://it.unh.edu/av

This document applies to:

DeMeritt   251, 253
Gregg   110
Haaland (SERC C)   101, 105
Parsons   S150, S250, W131

Installed AV Equipment:

· Control system with touch panel
· Ethernet connection with cable
· Sound system
· Transparency projector
· VGA, RCA & S-Video device connections
· Video/Data projector

AV Equipment Introduction

Touch Panel

The touch panel is installed on the wall near the instructor's station, or mounted onto the podium.

Use the labeled white perimeter buttons for volume controls, projection image mute, help information, and shutting down the system.
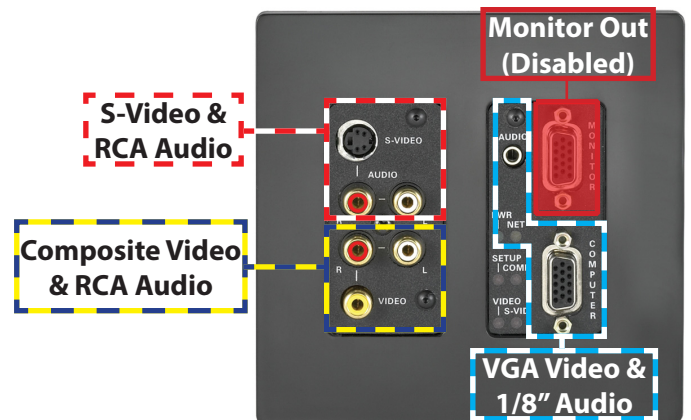
Press the screen to activate the system.

Device Interface

The device interface is mounted on the wall near the instructor's station.

Video inputs available in this room are: **S-Video**, **Composite Video**, and **VGA**.

VGA Cable with 1/8" Audio

Your classroom is equipped with a VGA cable with 1/8" audio for connecting a laptop or other portable device.

If your device does not have VGA output, you will need an adapter. The UNH Computer Store (Ext. 1328) carries all adapters necessary for use with our classroom AV systems.

If your VGA cable is missing or damaged, call the AV Hotline to have it replaced.

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AV System Operation

Press the touch screen to begin.

You will be asked how you would like to use the AV system.

Select **Audio ONLY** if you do not need to project video.

Select **Projection** if you require video projection and audio.

If **Audio ONLY** mode is selected, you will be asked to select which audio ports you are using, outlined in red on the touch panel.

This room allows for audio playback using **RCA Audio** connections, or the **1/8" Audio (Headphone)** portion of the VGA cable.

If **Projection** mode is selected, you will be presented with the Source Selection page. This room has three sources to choose from, **VGA**, **RCA** and **S-Video**.

Make sure your device is powered on, awake, and securely connected to the system.

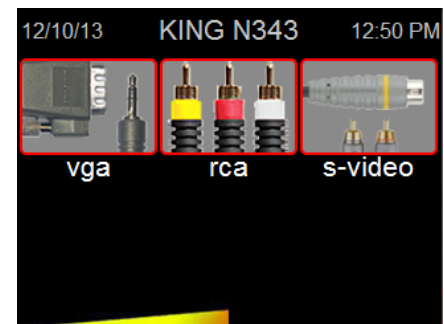Ensure your laptop is sending video signal:

Mac Laptops: Preferences > Displays > Arrangement. Enable **Mirror Displays**. Set screen resolution to 1280x800 (or 1280x768)

Windows Laptops: Press and hold the **WINDOWS** key and tap the **P** key. Select **DUPLICATE**. Set screen resolution to 1280x800

When finished using the system, press the white **Shutdown** button.
Confirm shutdown by pressing **Yes** on the touch screen.

If you are in the classroom and need immediate assistance, or would like to schedule on-on-one training, please call the **Audiovisual Services HOTLINE** at 603-862-2467 (ext. **2467**)