CRESTRON A/V System Instructions | AM 218

01 Crestron Control Panel

- Select <PC> in order to project the Instructor PC or personal device.
- The instructor PC will display by default.
- Plug the VGA cable into the VGA output of your laptop, preferably before turning it on.
- The system will automatically switch to your device, even if the instructor PC is projecting.

02 Powering System On
- If the touch-screen shows no image, touch it once to activate it.
- Press the <PWR> button to power on the Crestron A/V System. It will take 1-2 minutes for the system to start up.

03 Selecting Input
- Input source buttons are located on the left side of control panel’s screen: <DOC> (document camera), <PC> (computer/laptop), <VCR>, <DVD>, <OTHER> (any source connected to the video cable).
- Press an input source button to project the desired input. It may take a second for the source to change.

04 Operating the Document Camera
- When the <DOC> input is selected, operating commands for the document camera will appear on screen. (You can also use the controls on the document camera.)
- To adjust zoom and focus, touch and hold the respective <In> or <Out> commands.
- To switch on the document camera lamps, touch <On> above “Lamps”. Touch <Off> to switch them off. For recorded lectures, it is recommended that the lights be switched off.

05 Using the Computer
- Select <PC> in order to project the Instructor PC or personal device.
- The instructor PC will display by default.
- Plug the VGA cable into the VGA output of your laptop, preferably before turning it on.
- The system will automatically switch to your device, even if the instructor PC is projecting.

06 Operating DVD/VCR
- When <DVD> or <VCR> input sources are selected, operating commands for the built-in DVD and VCR players appear on the screen (see illustrations above). You can also use the controls on the VCR/DVD player.

07 Adjusting Volume
- Use <VOL ↑> (volume up), <VOL ↓> (volume down) and <MUTE> to adjust the volume of the selected input source.
- Press one of the above buttons and hold it if necessary to increase or decrease volume. You may have to increase the volume to 75% to hear it.

08 Powering System Off
- Press <PWR> to power off the system. You will be prompted with “Are you sure you want to shut down?” Select “YES”.
- You will not be able to turn it on again until the system shuts down completely (1-2 minutes).

09 Utility options
- Press Utilities to access room control options.
- Projector power On and Off
- Screen Up and Down

Trouble-Shooting
- Make sure the projector is projecting by trying a different input source (DOC, VCR, DVD, PC) and see if a projection is shown on the screen/wall.
- If you still do not see a projection, try restarting the system by pressing the PWR button on and off. It will take 1-2 minutes for the system to restart.
- If there’s no sound, press <MUTE> twice to mute/unmute the system then turn the volume all the way up from the control panel.

Questions or Issues: Call the Support Desk at 312-567-3375.