Colorado Mesa University Smart Classroom Guide

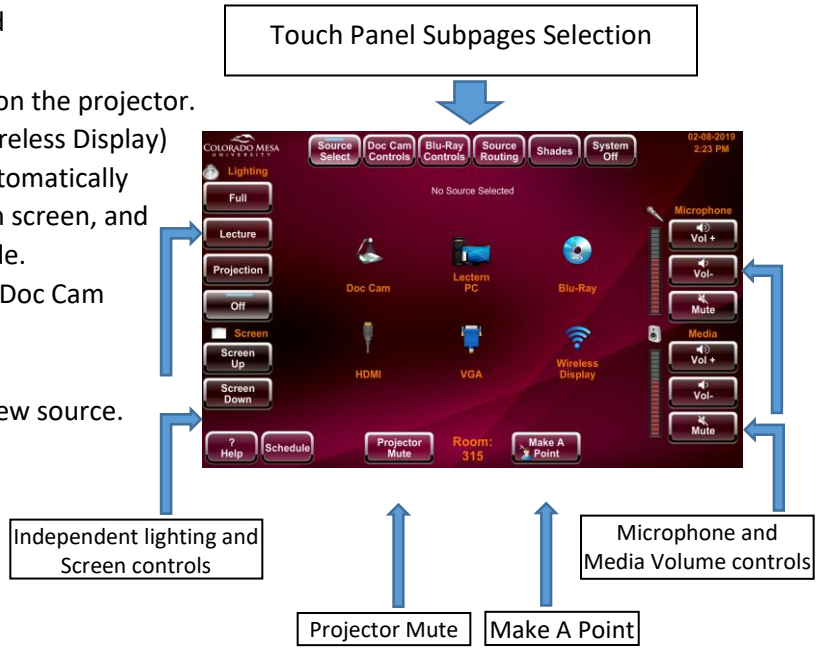
General classrooms contain the following standard devices and inputs that are integrated into classrooms and provide a simple and easy to use touch screen interface for control.

1. PC
2. Document Camera
3. Blu-ray player
4. Wireless presentation device
5. Cable Cubby HDMI
6. Cable Cubby VGA
7. Cable Cubby XLR for microphone
8. Cable Cubby 3.5mm for wireless microphone

The following is the "Splash Page" that is shown on the touchscreen when the system is off. Press anywhere on the screen to start the system up. (If the screen is blank touch anywhere it to wake it up)

After starting up, the following main page will be displayed

- To begin press the desired source to be displayed on the projector. (i.e. Doc Cam, Lectern PC, Blu-Ray, HDMI, VGA, Wireless Display)
  - After selecting a source the system will automatically turn the projector on, lower the projection screen, and set the lighting screen to "Projection" mode.
  - If "Doc Cam" or "Blu-Ray" is selected the "Doc Cam Controls" or "Blu-Ray Controls" subpage is automatically shown.
- Press "Source Select" along the top to reselect a new source.



After Selecting a source, either a separate page or a highlighted icon is shown telling the user which source has been selected. (i.e. The Lectern PC as shown below)

- Once the Projector is turned on the “Inactivity Shutdown Timer” will appear.
  The inactivity period is 2-hours long, once the timer has elapsed the system will completely shut down and return to the welcome screen.

- Pressing any button on the touchscreen at any point will reset the inactivity timer back to 2-hours

  - If the inactivity timer reaches 2-minutes and 1-minute until the shutdown occurs, an additional audible warning will sound notifying the user of the imminent system shutdown.
  - Pressing any button on the touchscreen will reset the inactivity timer back to 2-hours.

Document Camera

The Document Camera controls are automatically shown after selecting the “Doc Cam” as the selected source on the “Source Select” page. This page can also be accessed by pressing “Blu-Ray Controls” on the top subpage selector.

- Use the following buttons to control the Document Camera

NOTE: Pressing the Doc Cam Controls button will NOT select it as a source.

Blu-Ray

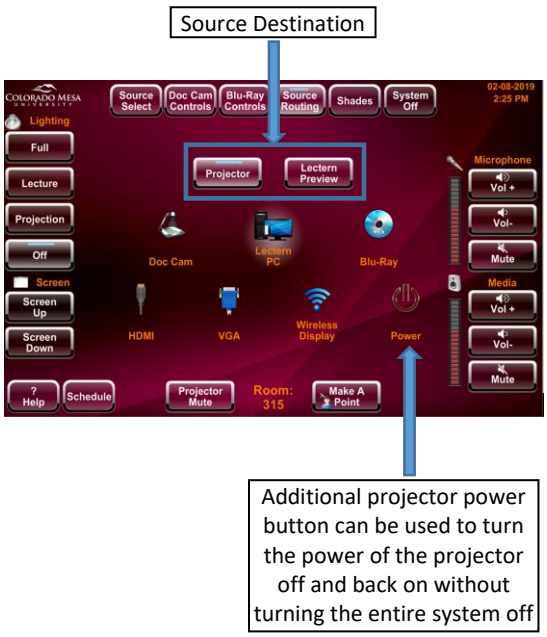
The Blu-Ray controls are automatically shown after selecting “Blu-Ray” as the source on the “Source Select” page. This page can also be accessed by pressing “Blu-Ray Controls” on the top subpage selector.

- Use the following buttons to control the Blu-ray player

NOTE: Pressing the Blu-Ray Controls button will NOT select it as a source.

Source Routing

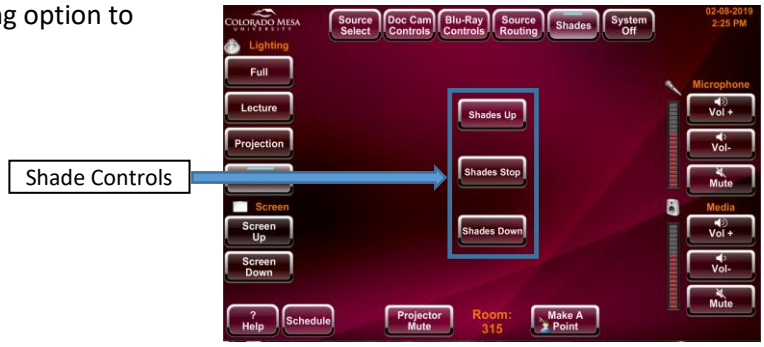
- You can independently route any source to either projector or the lectern monitor using the “Source Routing” subpage
- First select the destination “Projector” or “Lectern Preview”, followed by the source that is desired to be shown
    - This is useful, for example, to show the Doc Cam on the projector while allowing the professor to view their notes from the PC
- Note that selecting a source from the “Source Routing” page will not turn the projector on, or execute any of the other additional functions that are performed from selecting a source on the Source Select subpage.



Shades

If the room has motorized window coverings the following option to select the Shades Subpage will be shown

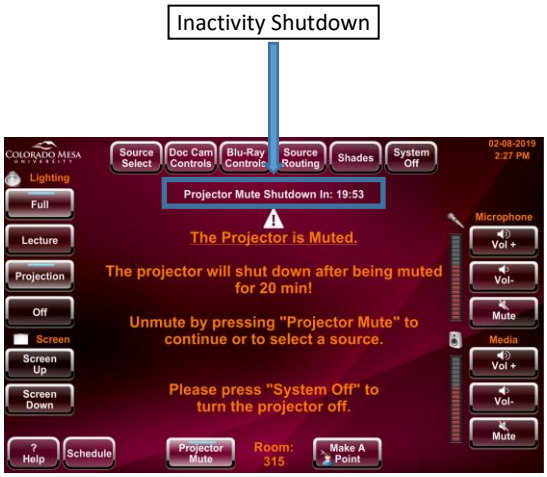
- Use the following buttons to control the Shades



Projector Mute

- Selecting “Projector Mute” temporarily shutters the light source of the projector while still leaving the projector on
    - This function is to be used if professor would like to temporarily suspend the view of the projector from the rest of the class, for such purpose as screen privacy.

- The projectors are not intended to be muted for extended periods of time, therefore there is a mute shutdown timer of 20-minutes.
    - The projectors will automatically shutdown after being muted for 20 minutes, as well as give an audible warning of the imminent shutdown when only 2-minutes and 1-minute is left on the shutdown timer.



Make A Point

The “Make A Point” button is similar to the “Projector Mute” Button but will also perform the following actions

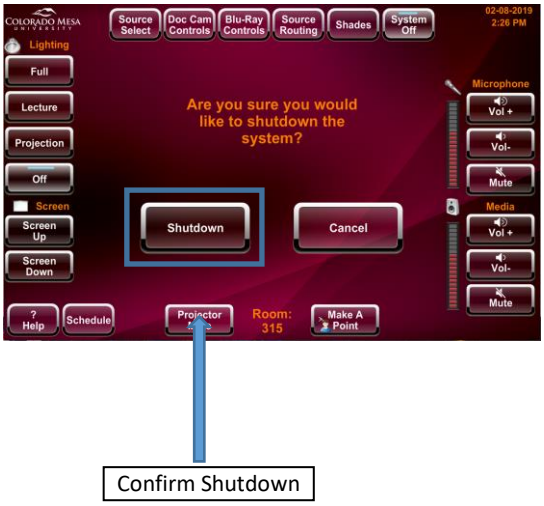
Make A Point On:	Make A Point Off:
• Mute projector • Mute audio volume • Raise Lights to “Full” • Pauses Blu-ray player	• Unmute projector • Unmute audio volume • Lowers lights to “Projection” • Resumes Blu-ray player

System Off

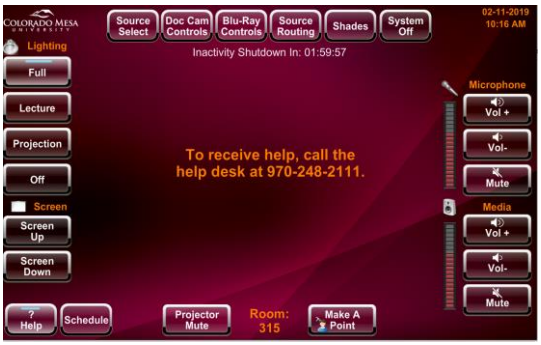
Press “System Off” in the top subpage selection to bring up the Shutdown subpage

- From Here Press “Shutdown” to confirm the shutdown sequence and return the system to the splash page.
- If you don’t want to shut the system down, press “Cancel” to resume normal operations.

<u>It is important to shut the system down every time after you are done using it.</u>



Help

For any additional assistance please submit a ticket through the CMU Web Help desk or if it is a classroom emergency, please call the help desk at 248-2111.

- The Help desk number is shown after pressing the “Help button” in the lower left hand corner.