Quick Guide

Classroom Technology

1. Start

Locate the Touch Panel on the lectern
(If the screen is black, firmly touch the screen to activate)

Select a Source
Select the source that you would like to display on the LCD. The following sources are available in this room:

- Laptop
- Wireless Presentation

Projector On:
The LCD projector will power on after selecting a source. Please allow 90 seconds for projector to warm up.

Projector Screen:
The projector screen will automatically be lowered after selecting a source. You may manually control the screens by pressing the “Display” button after a source is selected.
Select a Source: Laptop:

1. Make sure your laptop is turned off
2. Connect the Video cable located on the lectern or at the wall plate to the Video port on your laptop
3. Select Laptop on the Touch Panel
4. Power on the laptop
5. If your laptop image does not display on the projector, adjust display settings on your laptop

To reserve Mac display adaptors for use in this room:
acadtech.gwu.edu/equipment

Wireless Internet Connection for Laptops
Contact GW Division of IT for wireless network support
(202) 994-4948 or it.gwu.edu
2 Select a Source:

Wireless Presentation:

The **Wireless Presentation** feature allows instructors to present content from Apple devices onto the classroom display.*

- **WATCH VIDEO INSTRUCTIONS**

1. Select **Wireless Presentation** on the Touch Panel
2. On your iOS device, swipe up from the bottom of your screen to access Control Center
   a. Ensure **Bluetooth** and **Wi-Fi** are on
   b. Press **Airplay**
   c. Select your classroom location from the list and turn on **Mirroring**
3. On your MacBook laptop
   a. Ensure **Bluetooth** and **Wi-Fi** are on
   b. Click the **AirPlay** icon in the menu bar
   c. Select your classroom location from the list under **Connect To AirPlay Display**. Note that the icon is blue when your MacBook is connected.

**Wireless Presentation Continued:**

4. Enter the passcode displayed on the lectern touch panel or classroom display
5. When your device's image displays on the lectern touch panel, press **Share Video** to project the image. In some rooms, the lectern touch panel will not preview the Apple device and the image will be displayed automatically to the classroom display.

*Wireless Presentation is not supported by GW Lecture Capture and Web Conferencing.
### Controls

**Volume Control:**

- Use the **Volume** controls to adjust source volume
- Use the **Sound On/Mute** controls to mute volume

### Shut Down

When you are finished using the system, please follow these steps to prolong the life of the equipment and reduce classroom downtime.

**Shut Down:**

1. Log off the computer by double clicking on the **Log Off** icon on the computer’s desktop
2. Select **System On/Off** from the Touch Panel
3. Select **YES** on the confirmation screen to shut down

To reserve additional classroom technology equipment:

acadtech.gwu.edu/equipment

To view the list of equipment and software in this room:

acadtech.gwu.edu/classrooms-labs