For immediate assistance call: 206-221-5000, Option 9
For general requests email: help@uw.edu
OR go to: www.washington.edu/uwit/cte

To Turn ON the Data Projector:

1. Aim the Data Projector Remote directly at the Data Projector mounted to the ceiling.

2. Press the [Power] button on the remote. The Data Projector will take some time to warm up.

To Turn OFF the Data Projector:

1. Tap the Power button on the remote and then <u>tap it again</u> after the "Power off?" message appears on the screen.

2. The Data Projector will take 90 seconds to cool down.

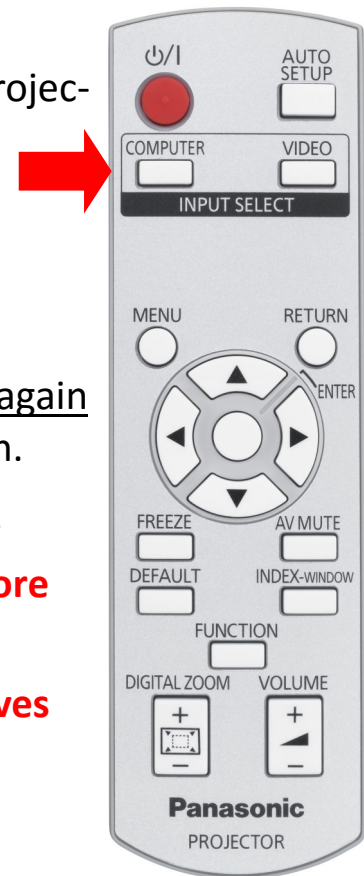**Please check to make sure the Data Projector is off before leaving the room!**

Turning off the Data Projector saves energy and preserves lamp life!

To Connect a Laptop to the System:

1. Connect the Laptop using the VGA cable located on the podium.

2. For Laptop Audio, plug the Mini-cable (located in the cabinet on the right side against the wall into your laptop's headphone jack.

3. Turn on your laptop, if you have not done so.

4. Press the Computer Source button on the remote as indicated by image

To Control Volume:

1. Press the up and down volume located bottom right on remote.