

## Multimedia Cart Training



### Multimedia Carts

1. Locked & alarmed security cart on wheels
2. Computer: Tower located inside cabinet with LCD Display Monitor on top of cabinet.
3. Aztec Security Products – Shock Alarmed
4. Smart Panel (SP) Controller
5. TDF Speakers
6. Pyramid Pro 100 Watt #PA305 (not on all systems)
7. Extron Switch for optional document camera (cable to be attached to)
8. Toshiba SD-V390 DVD/Video Player
9. Ceiling mounted projector: Mitsubishi XD300U
10. ELMO EV2000AF (not on all systems)



### Multimedia Cart Operation

1. Unlock front door, side compartment (if you are using the document camera) and the keyboard area. Note that the front keyboard drawer panel drops down for easy use.
2. Turn computer on (tower).
3. The Smart Panel controller which is used to turn the projector on is located on the top of the multimedia cart. To turn Projector on: Press gray "ON" button under the word "Projector." Do not press any other buttons until the green ready light appears in the "Projector" area.
4. To display the computer through the projector: Press gray button under the word "Computer".
5. If you are using your own laptop, you can connect your computer to the projector via the VGA connector located in the upper left-hand corner of the cart. (Note: Press Fn + F8 keys to toggle between displaying blank screen/only laptop display/both laptop display and projection screen display)



SP Controller



Laptop VGA Plug



**IMPORTANT: Be patient. It takes the controller about 30 seconds to switch between each mode. DO NOT CONTINUE TO PRESS BUTTONS. Pressing the buttons multiple times confuses the equipment.**

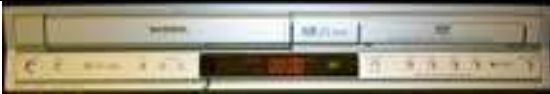


Amplifier

**Turning the multimedia cart off:**

1. Turn computer off (laptop or tower).
2. Turn projector off using the OFF key on the "SP Control."
3. Place the remote control in the desktop along with the mouse and keyboard and lock the drawer.
4. Turn the DVD/VCR player off.
5. Close the unit and lock.

Note: The amplifier, located on the bottom lower portion of the cart can be left on.



DVD/VCR Controls

**Toshiba SE-R0086 DVD/Video player:**

1. Press, gray button under the words "DVD/VCR" on the Smart Panel (SP) Controller to switch from computer output to DVD/VCR output.
2. If the DVD player is not already on, press the "On" button.  
To play a Videotape: Insert tape into slot. All the controls for the DVD/VCR are located on the top of the computer cart. See insert on the left. The buttons work the same as if they were on a remote control. The menu button will allow you to select different segments on a DVD.
3. To Remove, press "Open" button.
4. Volume is controlled on the right side of the SP Controller, press the arrows up or down to increase or decrease the volume.



Projector and Volume Controls

**Document Camera**



1. Turn on the Document Camera by pressing the switch located at the back of the document camera.
2. Use either the remote control or the controls on the document camera itself to zoom in/out and focus (see picture).