

Multimedia Teaching Station Instructions

TouchLink Control Systems

The system will awaken as you approach the touch panel controller.

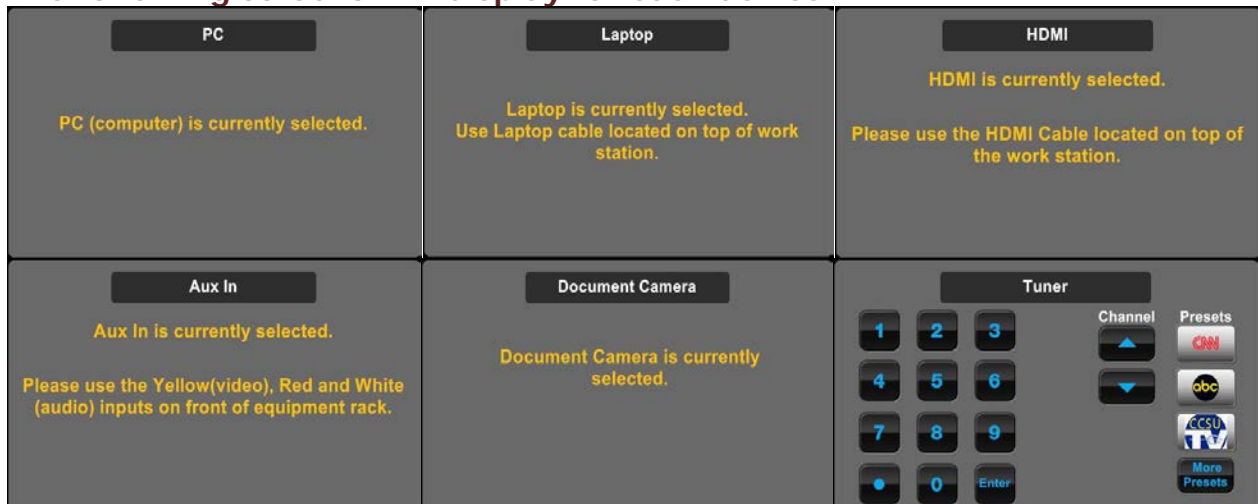
To activate the system: press the power button on the center of the screen
in rooms equipped with powered screens the screen will automatically lower



Select the device that you wish to use: choices are across the top of the page



The following screens will display for each device:



To project the computer:

1. Select PC on the TouchLink control panel.
2. Log into the network using your BlueNet Username and Password.

To project a laptop or tablet :

1. Attach either the VGA or HDMI cable to video port of laptop or tablet.
2. Select LAPTOP (VGA) or HMDI on the TouchLink control panel.

*note: most tablets will require an adapter to HDMI to be supplied by the user

To watch TV:

1. Select TUNER on the TouchLink control panel.
2. Change channels using the up and down arrows or by typing in the channel number (image 1). Preset channels can be selected by pressing the channel logos. (image 2)



image 1

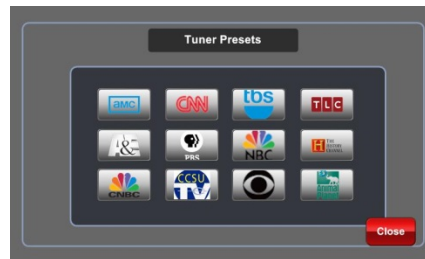


image 2

To play a DVD/CD:

1. Select PC on the TouchLink control panel.
2. Insert DVD or CD: Press Play when the DVD software launches.

To temporarily darken the screen:

1. Under Display to the left, press the Mute button.
 2. Press Mute again to bring image back.
- *note: Press Off/On to turn the projector off or back on for long periods of time.

To adjust the Volume:

1. Use the UP/DOWN arrows on the right side of the page to raise/lower the audio.
2. Press Mute to silence the audio.
3. Press Mute again to return the audio to the previous volume.

To project document camera: (not available on all stations)

1. Turn on the document camera using the switch on the camera.
2. Press Doc Cam on the TouchLink control panel.
3. Press Upper Lamp or Base Lamp to turn on lights.
4. Press Auto Focus to focus and/or Zoom Tele & Wide to zoom in and out.
5. Turn off Document Camera when finished.

To raise or lower the powered screen: (not available on all stations)

1. Use the UP/DOWN arrows on the left side of the page to raise/lower the screen.

To plug in an analog video device: (not available on all stations)

1. Press Aux In on the TouchLink control panel.
 2. Plug your device into the Yellow (video), Red & White (audio) inputs on the rack.
- *note: cables may need to be supplied by the end user.

To turn the system off:

1. Press the red **System Off** button on the TouchLink control panel.

PLEASE REPORT ALL TEACHING STATION PROBLEMS TO THE IT HELP DESK - 832-1720