



## Media Equipment Operations

JR 118

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The following is a list of media equipment available in this classroom. Locate the media equipment you are trying to use and simply follow the steps to operate.

### Computer Projection – Laptop Computer

1. Turn on Main Power on panel using **green** button.
2. Turn on projector on panel using **red** button.
3. Select **Computer** input on panel using **green** button. Push until **Computer 2** displays on screen.
4. Connect laptop computer to VGA cable installed inside drawer in black box.
5. If laptop display does not appear on projection screen, please refer to the [Laptop Troubleshooting Guide](#) for instructions.

To play back audio files:

1. Connect computer to PC audio cable installed inside drawer in black box.
2. Turn on amplifier and adjust **PC audio** volume.

### DVD/VHS Playback

1. Turn on Main Power on panel using **green** button.
2. Turn on projector on panel using **red** button.
3. Select **Video** input on panel using **green** button.
4. Turn on DVD/VHS player and load disc or tape and play.
5. Turn on amplifier and adjust **VCR/DVD/UVN** volume.

### CD Playback

1. Turn on Main Power on panel using **green** button.
2. Turn on DVD/VHS player, load disc and play.
3. Turn on amplifier and adjust **VCR/DVD/UVN** volume.

### **University Video Network (UVN)**

1. Turn on Main Power on panel using **green** button.
2. Turn on projector on panel using **red** button.
3. Select **Video** input on panel using **green** button.
4. Turn on DVD/VHS player, select **VCR** and tune to assigned channel.
5. Turn on amplifier and adjust **VCR/DVD/UVN** volume.
6. Use telephone and remote control instructions to control playback.

### **Closed Caption Decoder-Mycap**

1. Turn on Mycap decoder.
2. Press Caption/Text button and select Caption.
3. Press the L1/L2 button and select L1.

For more information, contact Kevin Glasson via email at [Kevin.glasson@csun.edu](mailto:Kevin.glasson@csun.edu). To report equipment problems, call Classroom Technology at campus extension 3062.

12/23/08