



Media Equipment Operations

Sierra Hall 186

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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 – Classroom Computer

1. Turn on projector using Epson remote control.
2. Press **Computer 2** on the Epson remote control.
3. Turn on computer located inside black box.
4. Log on to computer using your CSUN username and password. Log off computer when finished.
5. Select **CPU** on switch inside black box located adjacent to computer.

To play back audio files:

1. Turn on amplifier and select **CPU**.

Computer Projection – Laptop Computer

1. Turn on projector using the Epson remote control.
2. Press **Computer 2** on the Epson remote control.
3. Connect laptop computer to VGA input inside black box.
4. Select **Laptop** on switch inside black box located adjacent to computer.
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 input inside black box.
2. Turn on amplifier and select **Laptop**.

DVD/VHS Playback

1. Turn on projector using the Epson remote control.
2. Press **Video** on the Epson remote control.
3. Turn on DVD/VHS player, load disc or tape and play.
4. Turn on amplifier and select **VCR/DVD**.

CD Playback

1. Turn on DVD/VHS player, load CD and play.
2. Turn on amplifier and select **VCR/DVD**.

University Video Network (UVN)

1. Turn on projector using Epson remote control.
2. Press **Video** on the Epson remote control.
3. Turn on DVD/VHS player, and tune to assigned channel.
4. Turn on amplifier and select **VCR/DVD**.
5. Use telephone and remote control instructions to control playback.

Closed Caption Decoder

VGIS decoder must be activated with the VGIS remote control.

1. Press **Menu** on the VGIS remote control. On the Menu page, select [**4**].
2. To turn captions **ON**, select [**2**].
3. To turn captions **OFF**, select [**1**].
4. Press **Menu** on the VGIS remote control to exit.

For more information, contact Kevin Glasson via email at kevin.glasson@csun.edu. To report equipment problems, call Classroom Technology at campus extension 3062.

3/7/09