

UNIVERSITY VIDEO NETWORK (U.V.N.) OPERATIONS

EH 2225

**Equipment Preparation**

**Note:** In a classroom with two TVs, usually one functions as the PRIMARY and the other SECONDARY. As the name implies, the PRIMARY controls the SECONDARY. Whatever shows on the PRIMARY TV will show on the SECONDARY. To receive UVN transmission, the PRIMARY TV needs to be set to “TV” mode whereas the SECONDARY needs to be set to “VIDEO” monitor mode. (A blue or blank screen indicates it’s in VIDEO mode). To switch mode, press the “**TV/VIDEO**” button on the television set.

1. Turn on both TVs; make sure they are in the appropriate “mode.”
2. Tune PRIMARY TV to the assigned UVN channel.
3. If UVN scroll is seen on screen, proceed to use the phone to activate the UVN system.

**Using the Phone to Access the UVN System**

1. Dial assigned phone extension and wait for the beep.
2. Upon hearing the beep, the phone pad becomes your remote control.  
See diagrams below for number keys and their corresponding functions.
3. Leave phone off the hook during the show so you may use remote functions at any time.
4. When finished, stop the video and hang up the phone.
5. If classroom phone is faulty, use cell phone to activate the system by dialing (818) 677-EXTENSION.
6. For further UVN assistance and/or to report phone problems, call extension 2688.

**VHS Remote Control**



**DVD Remote Control**

