I. Turning on the System
   A. If the Crestron system is dark, touch the screen to wake it up.
   B. If the Pegasus symbol is displayed, touch anywhere to advance to the next screen.
   C. Green buttons are activated, red buttons are not.

II. The Projector
   A. Projector On/Off
      1. Pressing “Projector On” will start the projector warming up and will bring the screen down, if it is not down already.
      2. While the projector is warming up, a progress dial will be displayed. You will not be able to change any options until it reaches 100%.
      3. Pressing “Projector Off” will turn off the projector and will bring the screen up if it is not up already.
   B. Screen Up/Down – Raising or lowering the screen will not affect the projector. It will stay on or off regardless of the screen position.
      1. “Screen Up” will bring the projector screen up.
      2. “Screen Down” will bring the projector screen down.

III. Source Select – These six sources allow you to choose what you want to display on the projector.
   A. Doc Cam
      1. The Doc Cam displays documents on the podium.
      2. When selected, a second set of controls for Focus and Zoom appear. As a general rule, these features work best when you use Near/Far to zoom in or out first, and then use Focus +/- to make the image clearer.
         a) Near/Far – Zoom in and out on the document.
         b) Focus +/-/Focus - -- Adjust the focus on the document.
   B. VCR
1. Plays video tapes from the VCR under the podium.
2. When selected, a second set of controls for playback appear: Stop, Play, Pause, Fast Forward, and Rewind.

C. DVD
   1. Plays DVD discs from the DVD player under the podium.
   3. “More” opens up a set of controls for menu navigation: Directional buttons, Select, Menu, and Return (which takes you back to the playback controls).

D. Computer – Displays the computer monitor on the projector.

E. Laptop
   1. Displays the laptop signal on the projector.
   2. Connect your laptop to the VGA cable that should be hooked up to the EXTRON station, and switch the laptop from CRT to LCD display.
   3. If you need audio, connect your laptop’s headphone jack to the audio port next to the analog port.

F. Aux – Other video sources may be connected via the video ports on the front of the podium.

IV. Lights
   B. Front – Controls the front half of the room’s lights.
   C. Back – Controls the back half of the room’s lights.

V. Volume – Controls the volume of the speakers on either side of the projector screen.

VI. “Help Request” and “CC” buttons do not currently work. If you need help with the touch screen, there should be a number on the console station that you can call.