



# NEED HELP? - USER GUIDE

Scan code for more info

GILMAN-132

For **HELP** during academic classes, Mon.- Fri. 8am - 8pm  
call **410-516-6699**

For all other events, support is only available if scheduled in advance by calling 410-516-8303  
For all Facilities related needs, please contact Plant Operations at 6-8063 or submit a work request at <http://www.fm.jhu.edu>

## 1. TURN THE SYSTEM ON

Press anywhere on the screen to activate the system.

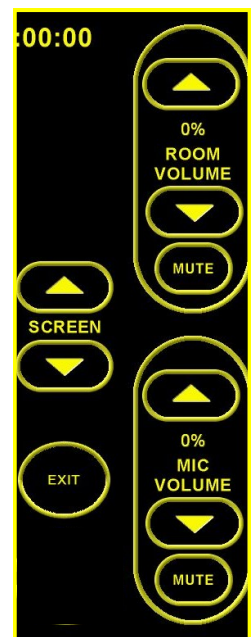
If the panel is blank and you do not see the JHU start page, press the screen to activate it.



## 2. SELECT AN INPUT AND USE THE EQUIPMENT



- ◆ For laptops the optimum resolution is **1280x800**.
- ◆ For more in depth instruction on using the system scan the QR code above or head to <http://www.jhu.edu/classrooms>
- ◆ **Split Screen**— Press one of the small video windows, then press which source you would like on that side. Repeat with the other video window. To view your sources in different ways, press the Size/ Location button to toggle through the various screen options.
- ◆ **PROJECTOR MUTE**— Use to mute the projector for times when you do not wish to project your source.
- ◆ **MUTE**—Use to mute either the microphone or input volume.
- ◆ **HELP**— During regular support hours, please call 410-516-6699, if you need additional assistance



## 3. TURN THE SYSTEM OFF

When you are finished, please press the Exit System button to turn off the system. It will ask you if you are sure you are ready. If you are, press YES. If you wish to continue using the system, press NO.

Be sure that you have ejected any media you may have used and take with you your laptop/accessories.

