NEED HELP? - USER GUIDE
GILMAN-132

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

For all other events, support is only available if requested in advance at classrooms.johnshopkins.edu
For all Facilities related needs, please call x68063 or submit a work request at  http://www.jhfre.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 **1920x1200**.
- For more in depth instruction head to http://classrooms.johnshopkins.edu
- **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.

The technology in this room is supported by Classroom/Audiovisual Technology Support (CATS). We welcome your ideas. Please contact us at http://classrooms.johnshopkins.edu/assistme