

# NEED HELP? - USER GUIDE

## Temporary Interface

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](http://classrooms.johnshopkins.edu)  
For all Facilities related needs, please contact Plant Operations at 6-8063 or submit a request at [www.jhfre.jhu.edu](http://www.jhfre.jhu.edu)

## 1. PRESS START

Press the START button to begin.

## 2. SELECT SOURCE

Press the button of the source you wish to project.

**PC** — to use the computer that is installed in the room.

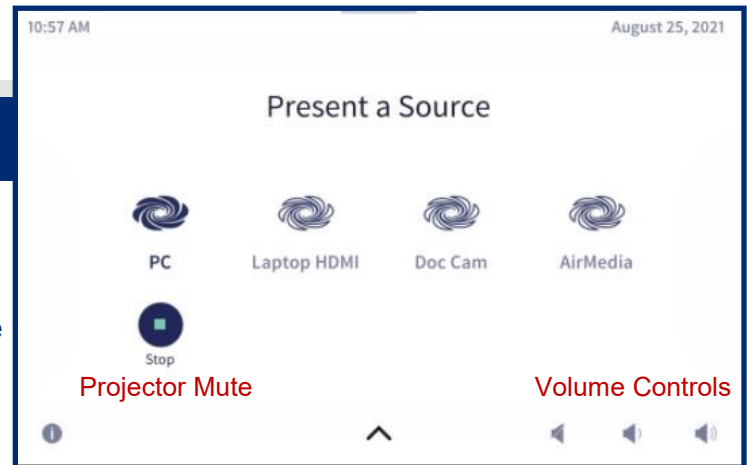
**Laptop HDMI** — to use your own device, connect to the provided HDMI cable.

**Doc Cam** —be sure to turn on the doc cam to use it. It may take a few moments for the system to recognize.

**AirMedia** —to use your own device, connected to the system wirelessly. Browse to the IP Address projected on the screen. If you have not used AirMedia before, you will be prompted to download an app. Use the passcode that is shown on the screen. **If you are a Mac user**, you will need to download Soundflower for audio to play through the system.

**Stop** — Use to mute the projector for times when you do not wish to project your source.

**HELP**— During regular support hours, please call 410-516-6699, if you need additional assistance.



## 3. TURN SYSTEM OFF

When you are finished, press and drag down the line at the top of the touch panel interface.



The pop up menu pictured on the right will appear. Press the power icon to turn off the system.

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 [classrooms.johnshopkins.edu/feedback.html](http://classrooms.johnshopkins.edu/feedback.html)