

# NEED HELP? - USER GUIDE

*Bloomberg/Gilman/Hodson/Krieger*

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](https://classrooms.johnshopkins.edu)

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

## 1. Turn the System On

Press [START] 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 Source

Press the button of the source you wish to project.

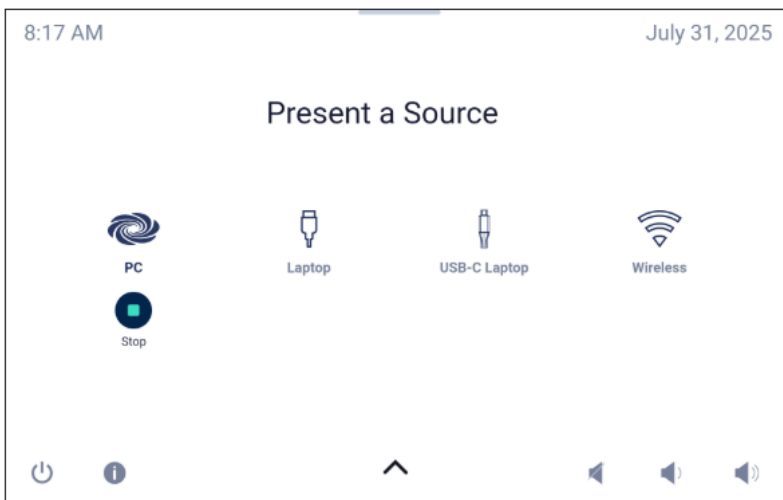
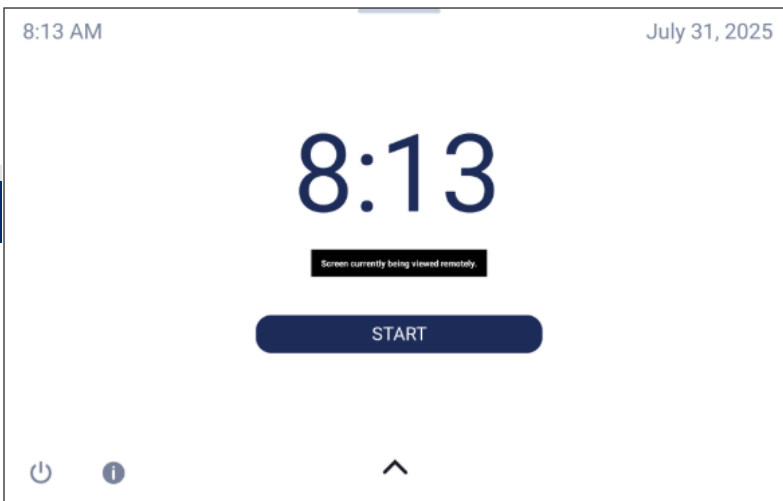
**PC** — to use the computer that is installed in the room.

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

**USB-C Laptop** — to use your own device with USB-C. **This will not power your device, it is for signal only.**

**Airmedia** — to use your own device to connect to system wirelessly. Browse to the IP address projected on the screen. If you have not used AirMedia before, you will be prompted to download the app. Use the passcode that is shown on the screen.

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



## 3. Turn the System Off

When you are finished, please press the POWER 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.