USING THE CLASSROOM TECHNOLOGY

- PROJECTOR CONTROLS CAN BE FOUND ON LEFT SIDE OF PODIUM
- LAPTOP CONNECTIONS CAN BE FOUND ON LEFT SIDE OF PODIUM IN BLACK CUBBY

ON Projector ON	**OFF** Projector OFF
COMP Displays installed Computer	**DVD/VCR** Displays DVD/VCR
LAPTOP Displays device connected to HDMI or VGA	**DOCCAM** * Displays DOCCAM
APPLE TV * OR WIDI	**AV MUTE** Mutes Video/Audio
VOL ↑ Increases overall Volume	**MIC ↑*** Increases MIC Volume only
VOL ↓ Decreases overall Volume	**MIC ↓*** Decreases MIC Volume only

ON/OFF- projector buttons will flash for 60 seconds indicating it is either warming up or cooling down. While the light is flashing you will not be able to turn on or off the projector until the flashing cycle is finished.

COMP- If projector is not displaying PC press ⊞**+P** on your keyboard and select duplicate or select extend for presenter view

AV MUTE- will make the projection screen black without having to turn off the projector. Press again to disable.

VOL- Will adjust all audio sources. If room is equipped with a Microphone you will need to turn down **MIC↓** before turning volume up in order to avoid feedback

LAPTOP- If using a Mac laptop or iPad you will need to provide an adapter in order to utilize the laptop connections at our podiums. When connecting your laptop make sure the VGA or HDMI cable is securely inserted into your laptop. On some laptops it may be necessary to manually duplicate your screen in order for it to show up on the projector. For windows laptops press ⊞**+P** on your keyboard and select duplicate. For Apple laptops press Command+F1 on your keyboard or navigate to system preferences, View menu, Displays, then click the Arrangement tab and enable(check) mirror displays.

*IF AVAILABLE IN CLASSROOM

OTHER TIPS AND CONTACT NUMBERS

🐊 For i>Clicker guide please visit https://classrooms.at.ufl.edu/classroom-technology/iclicker-response-system/

🐊 If needing to schedule a Mediasite recording or needing a TechSmith(Camtasia) Relay account please contact Video services at 352-392-4357 or visit https://video.ufl.edu

🐊 For any issues with room Temperature, lighting or lack of chalk please contact PPD at 352-392-1111

🐊 Classroom Support does not provide dry erase markers or wireless presenters and you will need to make arrangements to provide your own.

🐊 Please don't hesitate to contact us with any concerns or issues you are having in the classrooms. We can have a technician dispatched to your classroom within five to ten minutes. You can reach us at **352-392-6683** or for non-urgent issues you can e-mail us at classrooms@ufl.edu

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Information Technology