

# Wolf Seminar Rooms


## How to Connect Your Laptop or Document Camera

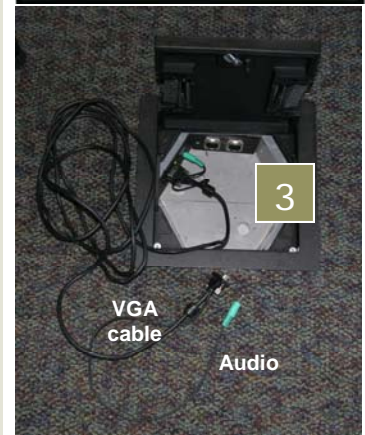
### Start and set the AV system

- 1 Touch the screen to wake the control panel. Then touch the picture to start the system.
  - Screen lowers; projector warms up. Wait for 30-second count.
- 2 Press **LAPTOP** on the left of the screen to let the system know you want to use your laptop or document camera.



### Plug in your laptop or document camera

- 3 Locate the **VGA** cable in one of the floor boxes; attach the cable to the **VGA** port on your laptop or document camera.
  - The port is located on the **back** or **side** of your laptop.
  - Look for a monitor icon .
  - *Mac users will need to use a VGA adapter*
  - For the document camera, select one of the **VGA-out** ports.
- 4 **Want to play sound from your laptop?**
  - Connect the green audio cable from the VGA cord to your laptop's headphone jack (AKA **speaker-out**).
- 5 **Wait for a few seconds—your laptop's image may appear on the projector screen. You're ready to go!**
  - Nothing on the screen? No problem! Go to the next step.




### Send the signal from your laptop

- 6 Use the keyboard command (see right) to toggle to the **Laptop & Projector** setting.
  - The command may bring up an image like this on your screen.
  - Repeat the command until the **Laptop & Projector** image is selected.



### The command differs by brand

Dell	Fn + F8
Toshiba	Fn + F5
IBM/Lenovo	Fn + F7
Other PCs	Fn + F key with <b>CRT/</b>
	<b>LCD</b> or 

Mac Fn + F7 or F key with  or  
Go to Apple Menu → System Preferences → Displays → Arrangement. Select the Mirror Displays check box.

If you have questions, suggestions, or would like one-on-one training on this or other technologies, please contact:

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