



CARRIGAN COURTROOM

How to Use the AV and Connect Your Laptop

WAKE UP THE CONTROLLER



Find the unit on the podium
Touch the screen to wake it up
Note: Touch the *screen*. Touching the buttons will not wake it up.



TURN ON PROJECTOR AND LOWER SCREEN



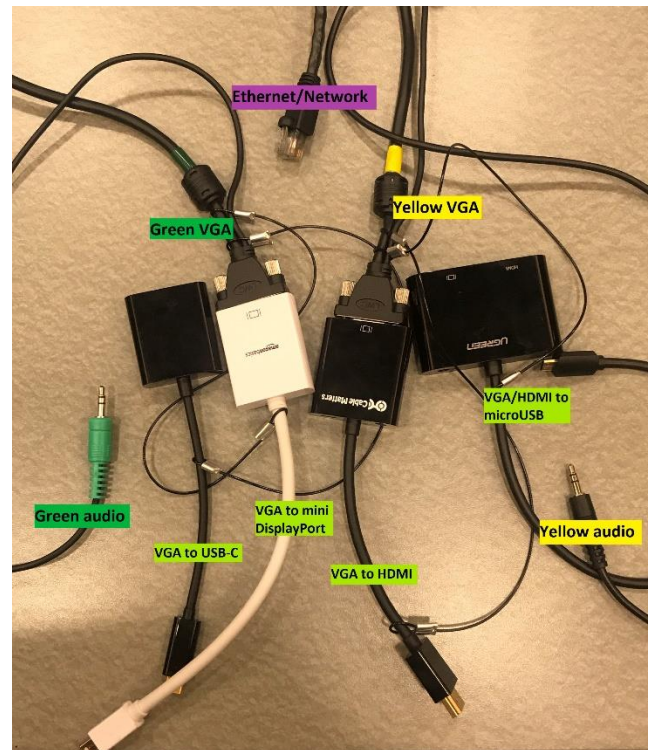
1 Touch *Menu* at the top of the screen
When touching the buttons on the screen, always use the fleshy part of your finger

2 Touch *On* to turn on the projector
Touch *Down* to lower the screen

CONNECT YOUR LAPTOP

- 3** Select any VGA cable from the podium, attach the corresponding adapter, and plug it into your laptop
- 4**  Press **PROJ** to specify where you are projecting
This is the **destination**
- 5**  Press **LAPTOP** to specify what you are projecting
This is the **source**
- 6** Touch the color on the screen that matches the VGA cable you connected to your laptop or the document camera

INPUT CABLES & ADAPTERS



DISPLAY NOT WORKING?

You may need to change the display mode on your laptop

Windows users: click the windows key and then “p” on your keyboard. Select the “duplicate” option

Mac users: click the apple in the upper left corner- system preferences- displays- arrangement- select the *mirror displays* box

If you need further assistance, please contact the CU Law IT department at (303) 492-8047, or email us at lawit@colorado.edu