

Podium Operation Guide



To power on/off the LCD projector - Push “On”, located on the push button panel on the left hand corner of the podium to power the LCD projector on. If you room has an electric screen, this will also lower the projection screen. When you are finished with the projector push the “off” button. It will turn off the projector and raise the electric screen.

Volume Control - The volume control is located just below the “On/Off” button on the push button panel. Turn the knob to adjust the volume.

Pic Mute - The “Pic Mute” button will mute or black out the projector image. Push it a second time to regain the image.

Auto Image - The “Auto Image” button tells the projector to resync with the source selected. I.e. Computer, Blu-ray and laptop.

Audio Mute - The “Audio Mute” button –push this button to instantly mute the audio.

Tuner - The “Tuner” button will provide access to cable TV. Change the channels by using the tuner buttons within the dvd & vcr control area of the panel.

Document Camera - Push the “Doc Cam” button to project the document camera image.

Laptop 1 & 2 - Laptop “1” button projects your connected laptop. (Connect to the VGA in the cable cubby) Laptop “2” button projects a laptop connected by the HDMI cable.

Blu-ray Control - The Blue ray player is located inside the podium. Once you have loaded your disc, the controls are on the right side of the push button panel, labeled “DVD & VCR CONTROL”.



Cable Cubby - Just to the right of the monitor arm is the cable cubby. A door may be hiding the cables. Flip up the door and there are three cables, a VGA, USB, and a HDMI. Connect your laptop via the VGA cable, or with the HDMI cable if you have a newer computer that uses HDMI.



Cabinet PC - The “Cabinet PC” button when pushed projects the image from the Mac Mini. The Mac Mini is located on a pull out tray at the bottom of the rack inside the podium. It should be powered on automatically. However, if it is not, there is a power button on the upper right back of the unit.

USB Hub

There is a USB Hub with two ports next to the Mac Mini inside the podium. Flash drives can be inserted to access your material. Please remember to take your flash drive out of the hub when finished.