

1

### TURN ON THE MEDIA SYSTEM:

- Press the **DISPLAY POWER** button
- Green indicator light will flash while system warms up
- Lower the projection screen.

2

### SELECT A SOURCE:

- Press a source button (**VCR/DVD/LAPTOP**, etc.)
  - Selection will remain illuminated
  - Connect laptop or insert necessary media (DVD/VHS, etc.)
- COMPUTER:** To use the built-in computer, please push the **Computer** button.

3

### ADJUST VOLUME:

- Turn **VOLUME** knob to raise or lower speaker volume

*NOTE: The volume knob controls both computer audio and DVD/VHS audio, depending on which source you have selected. The MAX/MIN volume light will flash when applicable*

4

### TURN OFF THE SYSTEM AFTER USE:

- Press and hold the **DISPLAY POWER** button for 3 seconds
- Green indicator light will flash while system cools down
- Return the projection screen to the raised position

*NOTE: During this three minute cool down process, system restart cannot occur.*

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### QUESTIONS OR EQUIPMENT PROBLEMS?:

- For immediate assistance, please call CTS at (617) 353-3227
- Send an email to [classrooms@bu.edu](mailto:classrooms@bu.edu) to report equipment issues

