

Learning Environments user guide: Arts Centre-602

Arts Centre-602 is a learning suite located on the 6th floor of the Arts Centre building on the Parkville campus. It contains the following equipment:

- PC (with wireless keyboard and mouse)
- Data projector
- SMART board
- DVD
- VCR
- Cassette deck
- Amplifier
- Overhead projector.

The DVD, VCR, cassette deck, amplifier and the remote controls for these devices are all located in the cupboard labelled "Audio Visual Rack". You need a LEC key to open this cupboard.

Turning on the data projector

1. Ensure the remote control is switched on.
 - In the top left hand corner of the remote is a switch labelled **Command**, it should be in the **On** position.
2. Point the remote control at the projector & press the green button.
 - The projector takes a minute or two to warm up.
3. Select the correct input channel on the projector by pressing the **Input** button.

NOTE: The projector has 3 input channels. The active channel is displayed in the top right corner of the projection screen – press the Input button to scroll through these inputs.

Device	Input
PC.....	INPUT A
DVD/VCR.....	VIDEO
Not used.....	S-VIDEO



**Data projector
remote
control**

Using the SMART board

The SMART Board has a number of uses - projection surface, touch sensitive screen, electronic whiteboard. Read the SMART Board user guide for details:

<http://www.infodiv.unimelb.edu.au/tss/access/smartboards.html>

Amplifier settings

The amplifier is located at the bottom of the audio visual rack. It serves two purposes:

1. Amplifying the audio of all connected devices.

- All audio is routed through the amplifier.
- You **must** ensure the amplifier is turned on and that the correct input is selected.
- Change input channels using the **Input Selector** knob.
- Adjust volume using the **Volume** knob.

2. Switching the projected image between the DVD and video.

- The DVD & video use the same channel on the data projector (the **Video** input).
- Selecting **DVD** or **VCR1** with the amplifier's **Input Selector** knob routes the selected device's image to the data projector and audio to the room's speakers.
- You must ensure that the data projector is set to the **Video** input!
- Read "Turning on the data projector" for instructions on turning on the projector & selecting the correct input.

Amplifier input settings

Device	Input
PC.....	CD
Video.....	VCR
DVD.....	DVD
Cassette.....	TAPE

Using the PC

The PC is located in the cupboard labelled "Audio Visual Rack".

1. Press the power button on the PC.
2. Turn on the data projector.
3. Select **Input A**.
 - Read "Turning on the data projector" for instructions on turning on the projector & selecting the correct input.

PC audio

1. Turn on the amplifier.
2. Select the PC input using the **Input Selector** knob.
3. Adjust volume using the **Volume** knob.
 - Read "Amplifier settings" for instructions on turning on the amplifier & selecting the correct input.

Playing a DVD

The DVD player is located in the cupboard labelled "Audio Visual Rack".

1. Turn on the data projector.
2. Select the **Video** input.
 - Read "Turning on the data projector" for instructions on turning on the projector & selecting the correct input.
3. Load your disc into the DVD player.
4. Use the controls on the DVD player's front panel, or the remote control labelled **DVD**, to play your DVD.

DVD audio

1. Turn on the amplifier.
2. Select the **DVD** input using the **Input Selector** knob.
3. Adjust volume using the **Volume** knob.
 - Read "Amplifier settings" for instructions on turning on the amplifier & selecting the correct input.

Playing a video tape

The video player is located in the cupboard labelled "Audio Visual Rack".

1. Turn on the data projector.
2. Select the **Video** input.
 - Read "Turning on the data projector" for instructions on turning on the projector & selecting the correct input.
3. Load your video tape into the video player.
4. Use the controls on the videos' front panel, or the remote control labelled **VCR**, to play your video tape.

Video audio

1. Turn on the amplifier.
2. Select the **VCR** input using the **Input Selector** knob.
3. Adjust volume using the **Volume** knob.
 - Read "Amplifier settings" for instructions on turning on the amplifier & selecting the correct input.

Playing a cassette

The cassette deck is located in the cupboard labelled "Audio Visual Rack".

1. Load your cassette into the cassette deck.
2. Use the controls on the cassette deck's front panel to play your cassette.

Cassette audio

1. Turn on the amplifier.
 2. Select the **Tape** input using the **Input Selector** knob.
 3. Adjust volume using the **Volume** knob.
- Read "Amplifier settings" for instructions on turning on the amplifier & selecting the correct input.

Using the overhead projector

Switch on the overhead projector (OHP) using the switch on the front of the unit.

If the OHP does not appear to be working, it may have blown a bulb.

- Use the globe changing switch located on the front of the OHP to change to the spare globe.

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