

Learning Environments user guide: Cussonia Court-Room 2

Cussonia Court-Room 2 is a learning suite located in the area between the Old Arts building and the Old Quadrangle building. It contains the following equipment:

- Dual boot Mac mini – runs Windows XP and OS X
- Data projector
- SMART Board
- Document camera
- VCR/DVD player
- CD player
- Overhead projector.

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 6 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
Mac mini.....	INPUT A
Document camera.....	INPUT B
Not used.....	INPUT C
Not used.....	INPUT D
DVD/VCR.....	VIDEO
Not used.....	S-VIDEO



**Data projector
remote control**

Amplifier settings

The amplifier is located in the right-hand lectern cupboard.

All audio is routed through the amplifier.

You **must** ensure the amplifier is turned on and that the correct input is selected:

- Use the knob labelled **Input Select** to change inputs.
- Use the knob labelled **Volume** to adjust volume.

Amplifier input settings

Device	Input
Mac mini.....	TV
Video/DVD.....	VCR
CD.....	CD

Amplifier troubleshooting

Make sure the **Speakers** button (located below the power button) has not been pressed.

- The **Speakers** button toggles the speakers on and off.

Make sure the **Digital Input** button has not been pressed.

- The **Digital Input** button will light up if has been pressed.

Using the Mac mini

Read the user guide for using Mac minis in learning spaces at:

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

1. Press the power button on the Mac mini.
 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.

Mac mini audio

Mac mini audio is controlled by the amplifier.

- Read "Amplifier settings" for instructions on turning on the amplifier & selecting the correct input.
1. On the amplifier, select the **TV** channel using **Input Select** knob.
 2. Adjust the volume using the **Volume** knob.

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>

Using the document camera

Read the document camera user guide:

http://www.infodiv.unimelb.edu.au/tss/access/doc_cam.html

1. Turn on the document camera; the power switch is located at the back right hand corner of the document camera.
 2. Turn on the data projector.
 3. Select **Input B**.
- Read "Turning on the data projector" for instructions on turning on the projector & selecting the correct input.

Playing a DVD

The DVD player is located in the audio visual cupboard.

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.
 - The combo unit will automatically switch to DVD mode when you load a disc.
 - Playback should start automatically - if not press the **Play** button.
4. Use the controls on the front panel of the DVD/VCR player, or the remote control, to operate your DVD.

NOTE: DVD/VCR combo units use one set of controls to operate both DVD & VCR. Use the **DVD/VCR** selector button to toggle between controlling the DVD or VCR portion of the unit.

DVD audio

DVD audio is controlled by the amplifier.

- Read "Amplifier settings" for instructions on turning on the amplifier & selecting the correct input.
1. On the amplifier, select the **VCR** channel using the **Input Select** knob - **do not select the DVD channel**.
 2. Adjust the volume using **Volume** knob.

Playing a video tape

The video player is part of a DVD/VCR combo unit:

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 tape compartment.
 - The tape compartment & eject button are located on the right side of the DVD/VCR combo unit.
 - The combo unit will automatically switch to video mode when you load a tape.
4. Use the controls on the front panel of the DVD/VCR player, or the remote control, to play your video tape.

NOTE: DVD/VCR combo units use one set of controls to operate both DVD & VCR. Use the **DVD/VCR** selector button to toggle between controlling the DVD or VCR portion of the unit.

Video audio

Video audio is controlled by the amplifier.

- Read "Amplifier settings" for instructions on turning on the amplifier & selecting the correct input.
1. On the amplifier, select the **VCR** channel using the **Input Select** knob.
 2. Adjust the volume using **Volume** knob.

Playing a CD

CD audio is controlled by the amplifier.

- Read “Amplifier settings” for instructions on turning on the amplifier & selecting the correct input.
1. On the amplifier, select the **CD** channel using the **Input Select** knob.
 2. Adjust the volume using **Volume** knob.

Using the overhead projector

1. Switch on the overhead projector (OHP) using the power switch on the front of the unit.
 2. 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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