

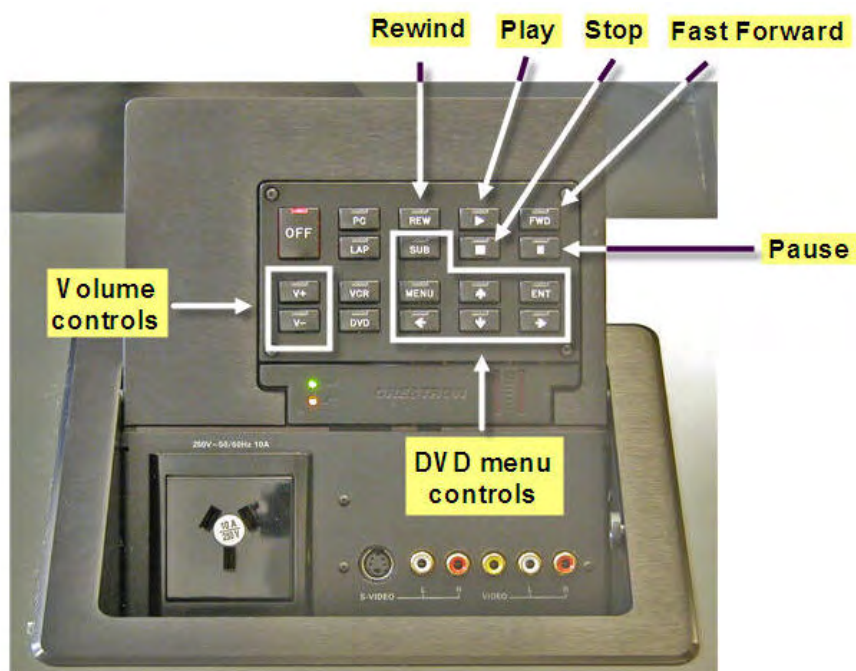
Learning Environments user guide: Doug McDonell-711

Doug McDonell-711 is a learning suite located on the 7th floor of the Doug McDonell building. It contains the following equipment:

- Crestron Media Centre push-button control system
- Data projector
- SMART Board
- PC
- Laptop connectivity
- VCR/DVD player
- Overhead projector (OHP).

Using the push-button controls

The *Crestron* Media Centre push-button control system controls all installed audio visual equipment.



The Media Centre has a hinged lid - press the lid to access the push-button controls inside.

To control a piece of equipment, press the labelled button on the Media Centre - **PC**, **LAP**, **VCR** or **DVD**.

Use the play, rewind, fast forward, pause and stop buttons to play DVDs and video tapes. Use the DVD menu controls to access the advanced features of your DVD.

Cables to connect your laptop to the projection system are located inside the Media Centre.

To turn off system power, press and hold the **OFF** button for five seconds.

Using the PC

The PC is located under the presenter's table:

1. Press the power button on the PC to turn it on.
2. Open the lid of the Media Centre and press the **PC** button.

This turns on the data projector and routes computer audio to the amplifier

NOTE: The projector takes approximately 1 minute to warm up before projecting.

- Read "Using the push-button controls" for instructions on using the Media Centre.
3. Use the **V+** and **V-** buttons to adjust PC volume.

Using your laptop

Read the user guide for connecting laptops in teaching spaces at:

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

NOTE: Your laptop's screen refresh rate must be set to 75Hz or higher.

The cables to connect your laptop to the projection system are located inside the Media Centre.

1. Connect the VGA cable inside the Media Centre to your laptops' VGA output and the audio cable (if required) to your laptop's headphone output.
2. Press the **LAP** button.

This turns on the data projector and routes laptop audio to the amplifier.

NOTE: The projector takes approximately 1 minute to warm up before projecting.

- Read "Using the push-button controls" for instructions on using the Media Centre.
3. Use the **V+** and **V-** buttons to adjust laptop volume.

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>

Playing a DVD

The DVD player is part of a combination DVD/VCR player. It is located under the presenter's table.

1. Load your DVD into the DVD player.

Do not use the controls on the DVD player's front panel to play your DVD - use the Media Centre buttons to play your DVD.

- Read "Using the push-button controls" for instructions on using the Media Centre.
2. Press the **DVD** button.

This turns on the data projector and routes DVD audio to the amplifier.

NOTE: The projector takes approximately 1 minute to warm up before projecting.

3. Use the play, rewind, fast forward, pause and stop buttons on the Media Centre to play your DVD. Use the DVD menu control buttons to access the advanced features of your DVD.
4. Use the **V+** and **V-** buttons to adjust DVD volume.

Playing a video tape

The video player is part of a combination DVD/VCR player. It is located under the presenter's table.

1. Load your video tape into the video player.

Do not use the controls on the DVD player's front panel to play your DVD - use the Media Centre buttons to play your video tape.

- Read "Using the push-button controls" for instructions on using the Media Centre.
2. Press the **VCR** button.

This turns on the data projector and routes video audio to the amplifier.

NOTE: The projector takes approximately 1 minute to warm up before projecting.

3. Use the play, rewind, fast forward, pause and stop buttons on the Media Centre to play your video tape.
4. Use the **V+** and **V-** buttons to adjust video volume.

Using the OHP

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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les-guides@unimelb.edu.au

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