Getting Started
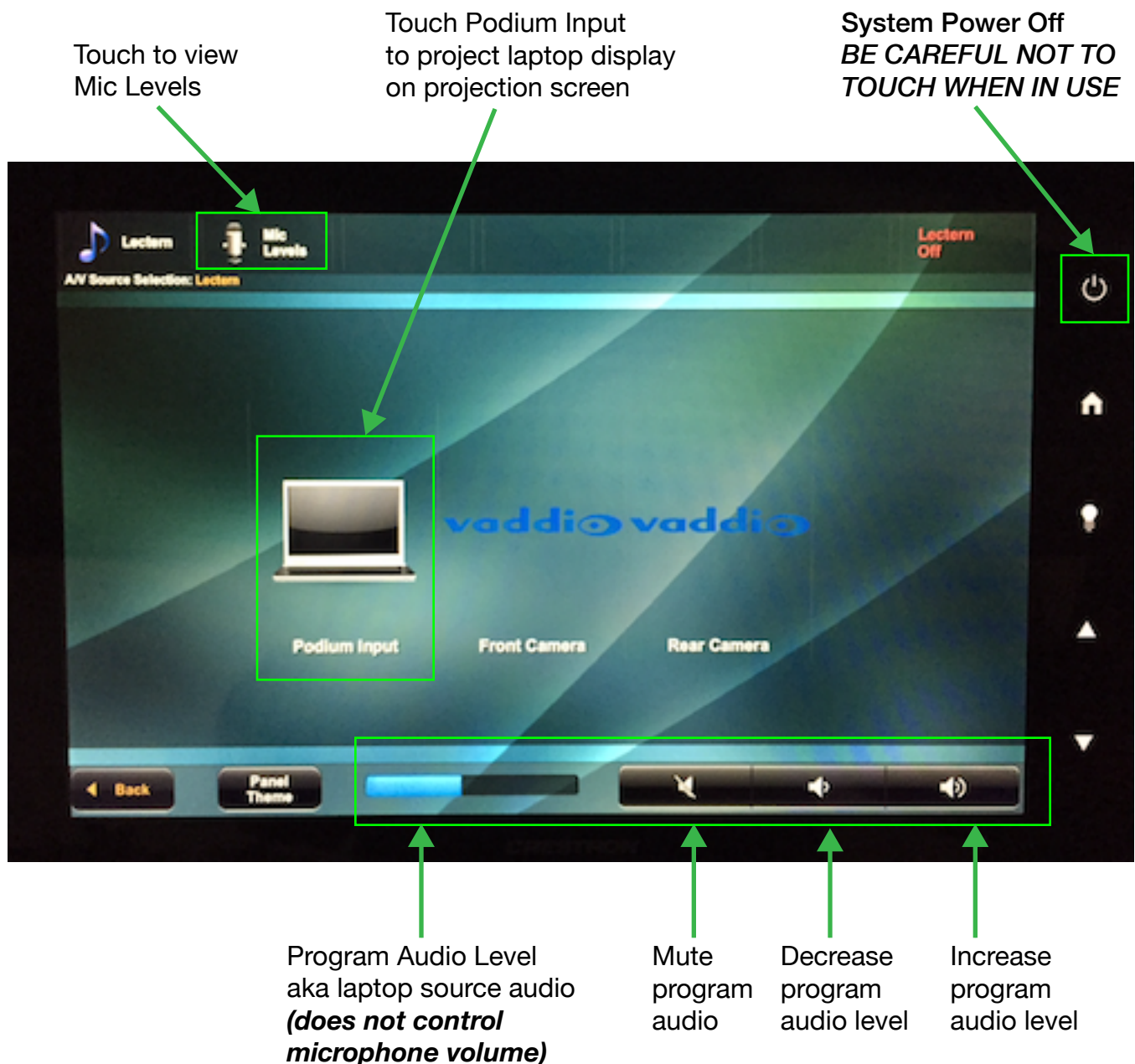
1) Touch the control panel to awaken and/or display input selection screen.

2) Touch the *Podium Input* icon. The projector will power on and the screen will lower. The projector requires 20-30 seconds to warm up.

3) Connect either the HDMI, Mini DisplayPort, or VGA cable to your laptop.

4) PLEASE TURN OFF WHEN FINISHED. To the turn system off, touch the small on/off icon [⏻] at the top right side of the touch panel.

Touch to view Mic Levels

Touch Podium Input to project laptop display on projection screen

System Power Off
BE CAREFUL NOT TO TOUCH WHEN IN USE

Program Audio Level aka laptop source audio *(does not control microphone volume)*

Mute program audio

Decrease program audio level

Increase program audio level

Mic Levels

Use the controls on this screen to make adjustments to the microphone audio level output to the ceiling speakers above the audience (aka voice reinforcement). The *All Mic Level* adjustment controls the volume level of voice reinforcement output. Input captured from all mics is combined into a single audio output stream. *Mic 1 - 4 Level* adjustments allow you to decrease and increase each individual microphone's contribution to the voice reinforcement output.

Individual mic levels can be adjusted for soft and loud speaking presenters. Mics are labeled 1 to 4.

All Mics Level
Voice reinforcment volume level.

System Power Off
BE CAREFUL NOT TO TOUCH WHEN IN USE

Back to input selection screen

Program Audio Level aka laptop source audio

Mute program audio

Decrease program audio level

Increase program audio level

NOTE: The program audio level does NOT affect voice reinforcement (mic) audio level. It controls the audio level of sources coming from the laptop connected at the lectern. Use the *All Mic Level* adjustment to decrease and increase voice reinforcement volume level output to ceiling speakers.