



# AV Equipment Guide

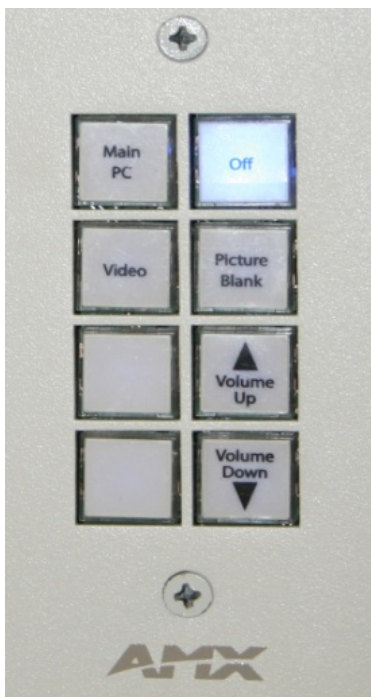
## System Components

The following equipment is connected to the AV system:

- 1x Projector
- All-in-1 desktop PC with inbuilt camera and microphone for Mediasite Desktop Recordings
- VGA & 3.5mm audio cables – To connect Analog laptops
- RCA input plate

## AMX 8-button keypad

The AMX 8-button keypad is used for all interaction with the AV system



Log in to desktop PC

Use the JCU issued username and password

Duplicate or Extend desktop PC display

Hold down the Windows key and press the P-key on the keyboard to access the PC display settings. Select 'Duplicate' on the floating menu. To show PowerPoint with notes, select 'Extend' from the floating menu.

## Projector and keypad button states

- If the **Off button** is lit on the keypad the system is in standby. Press the Main PC button to show the desktop PC on the projector screen. It will take a few minutes for the projector to warm up, indicated by the MainPC button flashing. Once the Main PC button is lit steady, the image should appear on the projector screen.
- If the **Off button** is flashing, the projector is going through a cool down phase. Please do not press any buttons while a button is flashing.
- To protect the projector bulb, the projectors are programmed to turn off after 3 hours continuous use. To reset the timer before the 3 hour limit, change the media input momentarily.

## Local Presentation

### Show Desktop PC

Press the **Main PC button** on the keypad to show the desktop PC on the projector screen. We recommend using the VLC media player on the desktop PC to play DVDs.

### Show Laptop

Connect the VGA and 3.5mm audio cables, enable the laptop's dual display (Duplicate) and press the **Main PC button** to show it on the projector screen. Please note the maximum resolution for this system is 1024x768 pixels.

### Show VHS tape

An external player can be connected to the AV system using the connection plate with RCA cable receptors for video and audio. Press the **Video button** on the keypad, insert the VHS tape and press the **Play button** on the player to show the videotape on the projector screen. Please note video tape players and RCA cables are no longer supplied or supported by VAVS.

### Picture blank

To stop the presentation without turning the projector off, press the **Picture Blank button**.

### Volume control

Volume is controlled by pressing the **Volume Up** or **Volume Down button** on the keypad. Ensure the desktop PC and laptop volume is turned up and not muted if the presentation contains an audio component.

## Support

AV Technical support Townsville:	Ext. 14643
AV Technical support Cairns:	Ext. 21700
Mediasite:	LTSE Staff
Computers:	Ext. 15500
A/C or electrical faults:	Mex request
Security:	Ext. 16000