Help Guide for JLC 100-103 Other Users
STEP 1

• Touch 10” black view panel to “wake up” system. Touch blue strip labeled “touch screen to begin”.

WELCOME TO JAVITS LECTURE CENTER
ROOM 103

TOUCH SCREEN TO BEGIN......
STEP 2

- Enter into “novice” or “experienced”, dependent on your familiarity with the system.
STEP 3

- The main screen will appear. The yellow bars on the left are the media sources which you can choose from. Lights, volume, and screen controls are on the right.
STEP 4

• Turn on data projector. Touch “on” in the lower left of the screen. “Projector status” bar will turn green, and a standby screen will project in 90 seconds.
STEP 5

• Choose a media source. After making a choice, a row of blue bars labeled “send to” appears at the bottom. This is a choice of where you can send images from your source.
STEP 6

- **Video Projector** is the projector behind the glass screen. Pressing video projector displays the image to the audience. **Booth VCR/MON** is a monitor in the projection room. **Lectern Monitor** is the 15” screen at your left. **Touch Panel** is the 3” view screen within the control system.
STEP 7

• **NOTE** - When in “PC & AUX”, you **MUST** make a second choice of media from the 10 sources available. Press the desired red bar in the center of the screen, **THEN** proceed to “send to” row at the bottom of the screen (Step 5)!!
STEP 8

- At session’s end, shut down all equipment and press “exit” in the lower left corner of the touch panel. If you are sure you want to exit, choose “yes”.

![Equipment control panel and exit confirmation screen](image)
STEP 9

- You will return to the welcome screen. For questions or further assistance, please come to room 104, use the intercom on the lectern, or call x 2-9400 from a campus phone.