

# Campus Central AV Notebook & Data Projector Users Guide

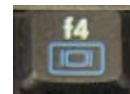
## SETUP

- Unpack both bags and separate cables, lay computer and projector on a flat surface.
- Connect cables: (no specific order)
  - Power cables
  - Data cable (plug into monitor output of notebook and the "COMPUTER IN" port of Data Projector)
  - USB Optical Mouse (plugs into any of the two USB ports on the notebook)
  - Network Cable (use if connectivity is required for internet access or connecting to shared resources on the UniSA network, refer to the **AV Notebook LAN Connection Guide**)



## POWER UP

- Switch on the Projector  
(button next to power cable socket on projector)
- Power on the notebook
- When notebook is ready press **fn** and **F4** key together to enable video output to the projector.

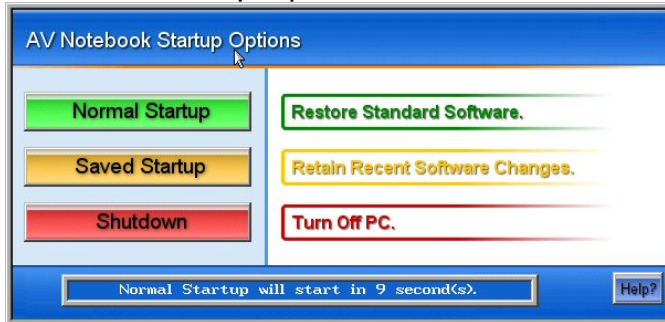


Focus and Zoom controls are controlled by the two dials around the projector lens

Note: If you need to hide the output on the projector whilst setting up, etc, press the **MUTE** button on the projector control panel to hide and again to restore the output.

## USING THE NOTEBOOK

- When you first power up the notebook, you will see the following AV Notebook Startup Options menu on the screen.



- Normal Startup** – This is the default startup option. It will restore a clean windows system and will restore applications (e.g. Office, IE, etc) to their original state. Any previous changes or files saved on the notebook will be removed.
- Saved Startup** – Will retain any changes or files previously saved on the notebook. Use this if you have just installed software that requires a system reboot. This option does not clean the previous user's work which may or may not pose potential security risks including viruses.
- Shutdown** – Will power down the notebook.

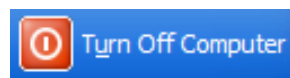
## POWER DOWN and PACK UP

- Press the power button on the control panel of the projector, a message will appear on the screen telling you to press it again to confirm powering down.



**IMPORTANT: The projector gets very hot when in use and will require some time to cool down. After pressing the power button on the control panel of the projector, you will continue to hear the fan running. Please allow the fan to continue running to cool the projector lamp down before turning the main switch off. When you hear the fan stop it is safe to switch the projector off at the mains.**

- Power down notebook. You can do this by pressing the power button on the notebook or click on the **Turn Off Computer** button on the Windows XP start menu.



- Unplug all cables and carefully place them into the small bag.
- Pack the projector into large bag first, with a small piece of foam on top, then the notebook and a large piece of foam on top.
- Clip the bags together and return to Campus Central. Please allow enough time for staff to check that everything has been correctly included and packed upon your return.