Contact Information
For AV support: 607-255-0778
In Case of an AV Emergency Call: engrclasstech@cornell.edu
Email: Eng. Class tech Support
AV Support Availability: Monday thru Friday, 8:00am to 5:00pm

For Facilities assistance: Paul Charles
pjc32@cornell.edu 607-351-6210

For Emergencies
Dial: 911 CU Police: 607-255-1111

Room Equipment
Laptop Connection (HDMI, Display Port) Projector Projector Screen
Room Speakers Assisted Listening

Connect your Device
Start-up
- Touch the Crestron touch panel to wake up.

Connecting a Laptop
- Plug the proper video cable into your personal device (using HDMI or Display Port).
- Touch/tap the icon for the correct cable you’re using. The icon will go from white to blue when selected. This will send your laptop’s display to the projector.
- Make sure your cable is completely seated all the way in your laptop.

Shut-down
- Press the power button located in the bottom right of the Crestron Touch panel. This will shut down the projector.

If your content is not fully projected on the screen:
Mac: 1. Click on the Apple at the top of your computer screen. 2. Click on Preferences. 3. Click on Display. 4. Click on Arrangements. 5. Click on Mirror Display.

Audio
Microphone Audio
- Touch/tap “MIC VOL”. The volume source will go from white to blue when selected.
- Using the lapel microphone provided, turn on the unit and adjust the microphone volume by pressing and holding the “+” and “-” icons.
- Touch/tap the speaker icon left of the “-” icon to mute your selected source (MIC or LPTP) audio.
- Extra batteries are provided.
Laptop/Source Audio

- Touch/tap “LPTP VOL”. The volume source will go from white to blue when selected.
- Adjust the room speaker volume by pressing and holding the “+” and “-” icons.
- Touch/tap the speaker icon left of the “-” icon to mute your selected source (MIC or LPTP) audio.

Optional Equipment Available

For a list of available optional equipment, please visit:

https://www.engineering.cornell.edu/MTEI/mtei-equipment-check-out#no-back