

## Contact Information

### For AV support:

In Case of an AV Emergency Call:

607-255-0778

Email: Eng. Classtech Support

[engrclasstech@cornell.edu](mailto:engrclasstech@cornell.edu)

AV Support Availability:

Monday thru Friday, 8:00am to 5:00pm

### For Facilities support:

Patty Gonyea

[plg27@cornell.edu](mailto:plg27@cornell.edu)

(607)592-9810

### For Emergencies

Dial: 911

CU Police: 607-255-1111

## Room Control

Projector

Projector Screen

HMDI Connection

VGA/HDMI Adapter

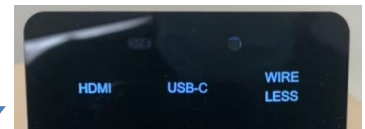
## Connect your Device

### 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 USB-C cable).
- 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:

#### Windows:

1. Press the "**Windows**" Key + P.
2. Choose **Duplicate**.

#### 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**.

## Wireless Presentation

Tap/touch "WIRELESS" on the Crestron and follow the prompted instructions on the projector screen. Set up should take no longer than one minute.

## 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>