

Contact Information

For AV support:

In Case of an AV Emergency Call:

607-255-0778

Email: Eng. Classtech Support

engrclasstech@cornell.edu

AV Support Availability:

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

For Facilities support:

Submit a ticket: <https://tdx.cornell.edu/TDCClient/133/Portal/Home/>

For Emergencies

Dial: 911

CU Police: 607-255-1111

Room Equipment

1 Projector

1 Projector Screen

Speakers

Assisted Listening

Wireless Microphones

Document Camera

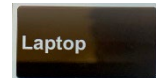
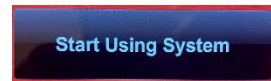
HDMI and USB-C Connections

Split Screen Image Capable

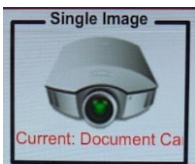
Connecting Your Device

Start-up

- Touch the Crestron touch panel to wake up, then click "Start Using System"
- Touch your desired source(s) and send by touching one or both displays icons.



Connecting a Laptop



- Plug the proper video cable into your personal device using USB-C or HDMI (+ USB for laptop sound) cable (Cables may be retracted into cable cubby).

- Touch/tap your desired source and then touch the icon for the correct cable, then touch/tap "Single Image" or "Split Screen" to send your laptop's display to desired projector.



- Make sure your cable is completely seated all the way in your laptop.

Document Camera

- Touch the Creston touch panel to turn it on.
- Touch/tap the **Document Camera** option on the side of the touch panel and touch/tap the desired display: "Single Image" or "Split Screen".
- Lift up the small red power switch near the document camera to turn it on and lift down to turn it off.

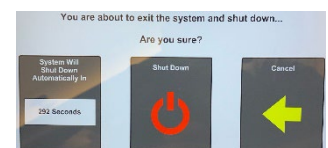
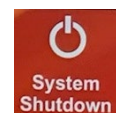


Zooming in and out

- Press the black buttons on the side of the document camera to zoom in and out.

Shut-down

- Press the "System Shutdown" button located in the bottom left of the Crestron Touch panel. This will prompt a screen asking you if you are sure you want to shut down the system. Click "Shut Down" to shut down the Crestron and projector.



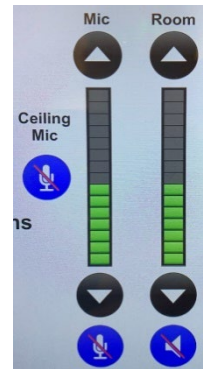
Audio

Mic Audio

Using the lapel microphone provided, turn on the unit and adjust the **microphone volume** using the up and down “Mic” arrows located on the right side of the Crestron. Extra batteries are provided.

Room Audio

To adjust the **room speaker volume**, use the up and down “Room” arrows located on the right side of the Crestron.



Raising and Lowering Front/Rear Blackboards and Projector Screen

To raise the front and/or rear blackboard, use the switches on the wall labeled “FRONT BOARD” and “REAR BOARD”.

To raise and lower the projector screen, use the switch on the wall labeled “PROJECTOR SCREEN”.



Optional Equipment Available

For a list of available optional equipment, please visit:

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