**Audio Visual GP Cafeteria FAQs**

**Are you using the Projector and the Large TV's?**

- Are you trying to display using both the projector and all the large TV's?
  - Make sure **All Large TV's & Projector, Display Source** is selected, then select **Input Source**.

- Are you trying to display a presentation using your personal Laptop?
  - Select **Rack VGA** or **Rack HDMI**, for the **Input Source**, depending on the Laptop.

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**Are you using the Projector?**

- Are you trying to display using the projector?
  - Make sure the **Projector, Display Source** is selected
  - **Power On** the projector, using the **Power Functions**
  - Make sure nothing is in the way of the screen before selecting **Screen Down**. *
    - **NOTE:** The projector can take up to one minute to warm up and lower the screen fully.

- Are you trying to display using a Blu-Ray/DVD?
  - Select the **Projector** as the **Display Source**, then select the **Input Source**, Blu-Ray.

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**Are you using the Large TV's?**

- Are you trying to display a presentation using the Large TV's?
  - Make sure the **Display Source** is All Large TV's
  - Use the **Power Function** to **Power On** the TV's
  - Then select the **Input Source** you are using
• Are you trying to display cable on the TV’s?
  o Make sure the **Display Source** is All Large TV’s
  o Use the **Power Function** to **Power On** the TV’s and change the Input to Cable
  o How do I change the channel on the Large TV’s?
    ▪ You will have select the Display Source and use the **Channel Up** and **Channel Down** functions
  o How do I adjust the volume on the Large TV’s while viewing Cable?
    ▪ To adjust volume on the large TV’s while viewing Cable, you will have to select each TV Display Source individually to adjust the volume.
• Are you trying to display your presentation using a DVD/Blu-Ray?
  o Make sure the **Display Source** is All Large TV’s
  o Use the **Power Function** to **Power On** the TV’s
  o Then select the **Input Source**, Blu-Ray
• **NOTE**: *All small TV’s in the booths are manually controlled*

**ARE YOU USING YOUR PERSONAL LAPTOP?**

• Are you trying to display using VGA connection?
  o Make sure your screen resolution is set to 1024 X 768
  o After selecting the **Display Source**, select the **Input Source**, Rack VGA
• Are you trying to display using HDMI connection?
  o After selecting the **Display Source**, select the **Input Source**, Rack HDMI

**ARE YOU USING THE COMPUTER IN THE RACK?**

• Are you trying to display using the rack computer?
  o After selecting the **Display Source**, select the **Input Source**, Rack Computer

**ARE YOU TRYING TO ADJUST THE LIGHTING?**

• Are you trying to dim lights?
  o The light controller is located next to the rack behind a cover, lift the cover to use the
  o You will need to dim each zone separately by using the down arrows

**ARE YOU TRYING TO USE AUDIO?**

• Are you using the Large TV’s to display your presentation and need audio?
  o Make sure the **Display Source** is All Large TV’s
  o Use the **Power Function** to **Power On** the TV’s
  o Then select the **Input Source** you are using
  o Then select the **Display Source**, **Projector** only, then select **Input Source** again.
    ▪ **NOTE**: *Do not press Power On after selecting the Display Source Projector, this will turn on the Projector. We are just using the Projector as an audio source, not a display source.*
• Do you need to adjust the volume?
  o You will need to go to each zone, located in all corners of the cafeteria, and use the knob to adjust the volume.