**Technology Instructions in NHB Labs/Discussion Rooms (for TAs and Instructors)**

The system is controlled by the keypad on the wall. Using the keypad you can:

1. Turn the projector ON/OFF- Takes a minute for projector to turn on
2. Switch between 2 sources- the HDMI cable input and Apple TV (wireless) input
3. Mute screen or sound
4. Adjust volume by holding button until sound reaches desired level

Most classrooms are equipped with:

1. MAC desktop
2. HDMI cable
3. Audio Cable
4. Wireless (IllinoisNet); some rooms have Ethernet cables if wireless in not functioning.
5. ‘Stylus’ to remotely control Mac computer directly on whiteboard (similar to slide advancer)

Each classroom has a drawer labeled ‘Audio Visual’ that contains:

1. Apple TV remote (pictured at right)
2. Stylus (2) for use with HDMI source-black w/ white tip
3. Stylus charger cord- short, black USB

\*\*\*There are other items in this drawer, such as a projector remote, that you should ignore\*\*\*

Large black A/V wall box:

1. Don’t touch
2. Contains Apple TV

Quick Start Guide taped to wall

**2 options for connecting to projector:**

1. Hardwire connect via HDMI
   1. Connect HDMI and audio cord from wall to computer
   2. May need an adaptor to connect to HDMI
   3. Push HDMI source button
2. Using Apple TV:
3. Need to purchase Air Parrot if using a PC
4. Macs should have AirPlay capability
5. Connect computer to **IllinoisNet**
6. To turn on the Apple TV- get the Apple TV remote from the A/V Drawer, point to Apple TV, push any button on remote, return remote to drawer
7. Push Apple TV button on wall keypad
8. Find the room number on the list of Apple TVs for Airplay
9. A 4 digit code will show on the whiteboard, enter in the pop-up box on your device
10. Disconnect Airplay from Apple TV after teaching

Turning System OFF: Push the ‘OFF’ button on wall keypad

Do not turn system off if less than 10 mins between sessions

Takes 5 mins to reboot