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How to use Podium in Research Building rm. 321

1. Locate the Extron device and tap the Power button.



If you are using a laptop, please connect to the system using the VGA cable provided.



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2. This screen should appear; please select the source you will be using by pressing on one of the white "PC" or "Laptop" buttons to the right of the screen.

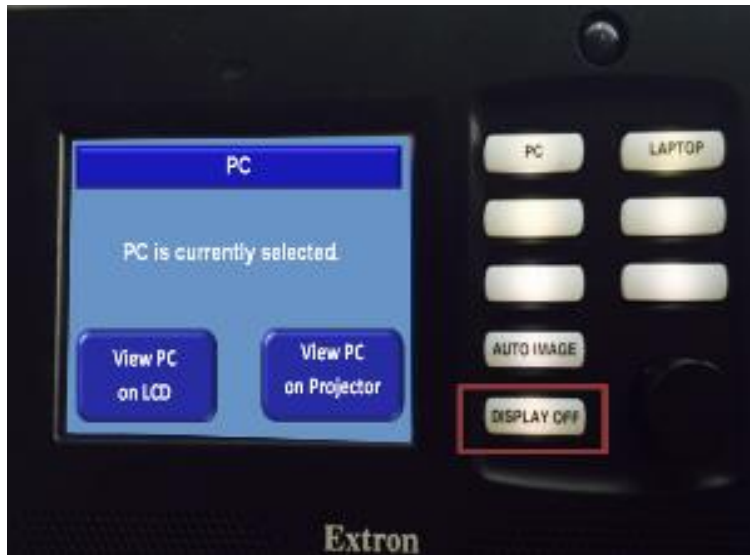


3. Once the source is selected you can choose to "View on LCD" and/or "View on Projector" by tapping on the screen.

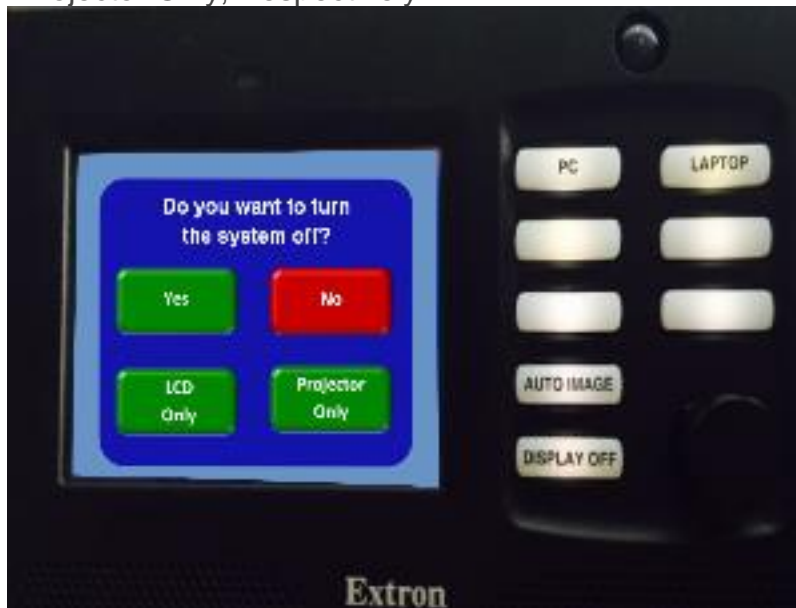


4. When you would like to turn off the LCD, Projector, or both, please press the white "Display Off" button.

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5. Tap "Yes" to turn off the whole system OR turn off either display by tapping "LCD Only" or "Projector Only," respectively.



6. Please wait for the display to turn off and leave everything as it was when you arrived.

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