



Computing Services Centre
香港城市大學
City University of Hong Kong

USER GUIDE FOR **USING AV EQUIPMENT**

Bank of China (Hong Kong) Complex

Herbalgy Lecture Theatre (LT-401)

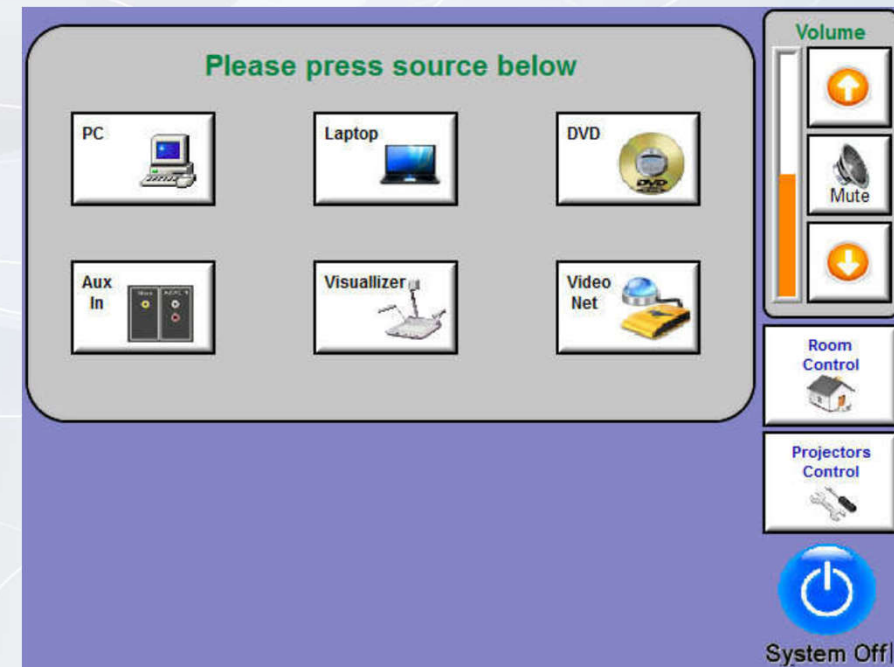
For IT or AV support, please contact the CSC Service Desk at **3442-8340**

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AV Control Panel

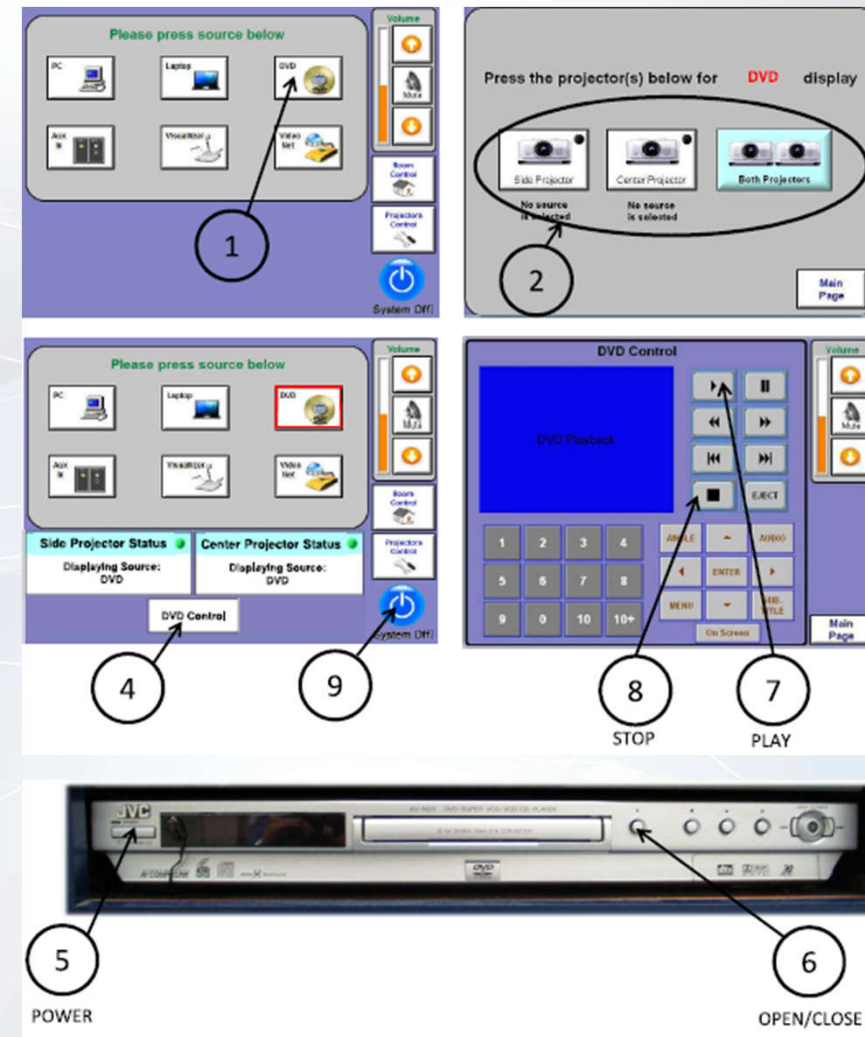
1. PC: To use network computer installed at teachers' desk
2. Laptop: To use a Laptop computer(User must connect VGA or HDMI first)
3. Visualizer: To use the visualizer on the teacher's desk
4. Aux in: To use user's portable AV equipment
5. DVD: To use DVD disk installed at the AV Cabinet, for playing DVD,VCD,CD
6. Video net: For routing of AV signals for special events
7. Room control: To select the 6 pre-set lighting setup
8. System off: To switch off the power of the AV System (Please remember to press this button before leaving the Lecture Theatre)
9. Sound Volume: To increase or decrease the sound volume except mic volume
10. Projection control: To control Projectors directly (e.g. display ratio 4:3,16:9 etc.)



Using AV Equipment

Way to playback DVD, VCD or CD by using the DVD Player

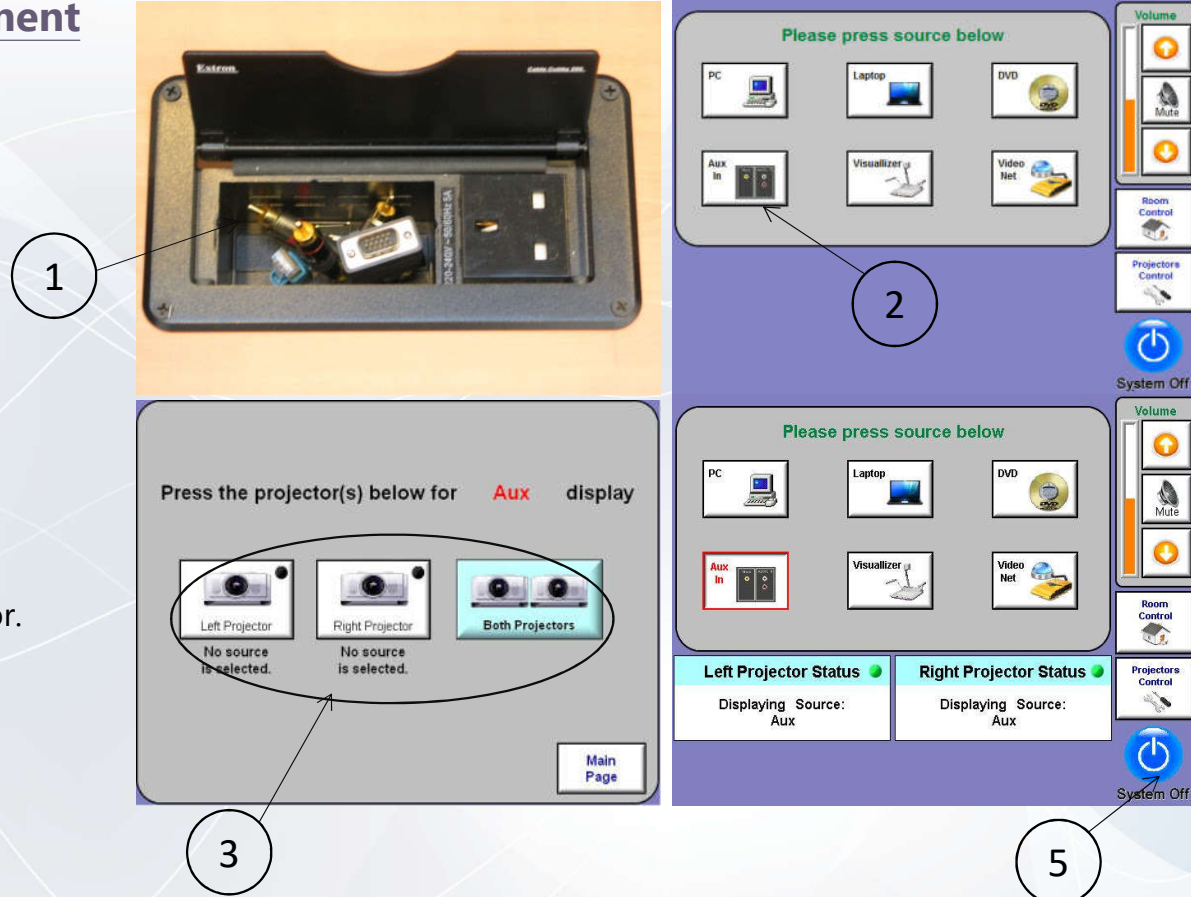
1. Press the icon "DVD".
2. Press the projector(s) for "DVD" display
3. Wait for around 40 seconds for projector warm-up.
4. Press "DVD Control" to control the DVD Player.
5. Press the "POWER" button on the DVD Player's front panel to turn it ON.
6. Open the Disc Tray and place the disc on the disc tray.
7. Press the "PLAY" button to start playback.
8. After use, press the "STOP" button, the playing Disc will stop.
9. Press the "System Off" icon to turn off the Video Projector



Using AV Equipment

Way to display the video using Ext. AV Equipment

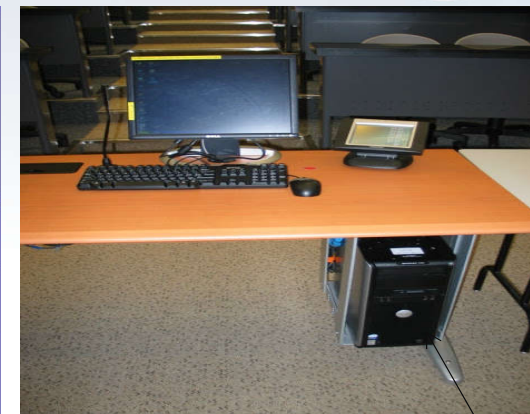
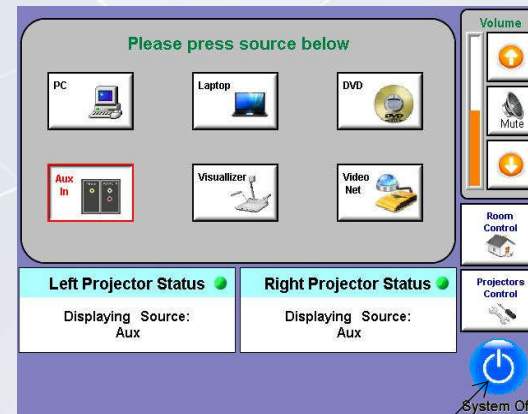
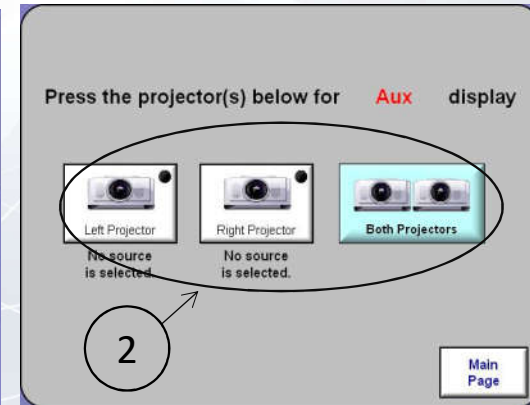
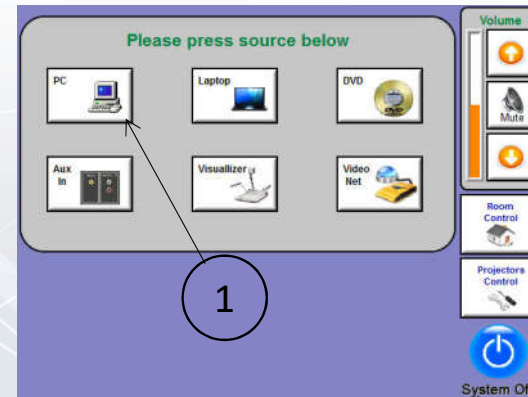
1. Connect the AV cables to your AV equipment.
2. Press the icon "Aux In".
3. Press the projector(s) for "Aux In" display
4. Wait for around 40 seconds for projector warm-up.
5. After use, press the "System Off" icon to turn off the projector.



Using AV Equipment

Way to display the Network Computer image

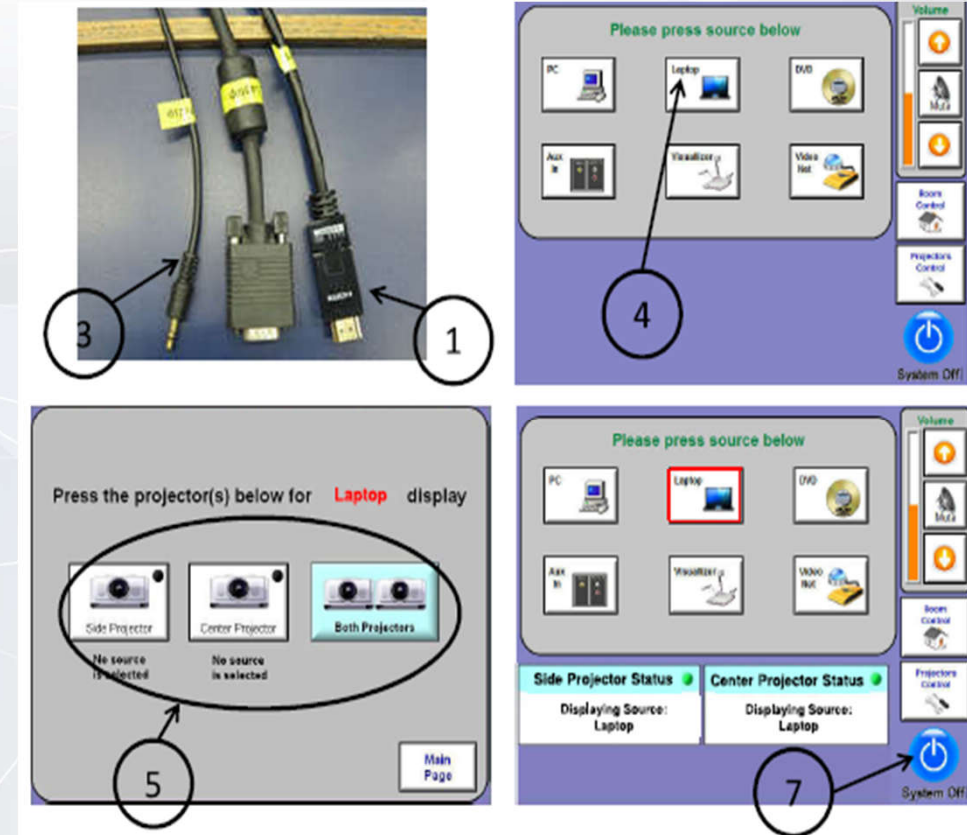
1. Press the icon "PC".
2. Press the projector(s) for "PC" display
3. Turn on the Network Computer.
4. Wait for around 40 seconds for projector warm-up.
5. After use, press the "System Off" icon to turn off the projector.



Using AV Equipment

Way to display the Laptop Computer image

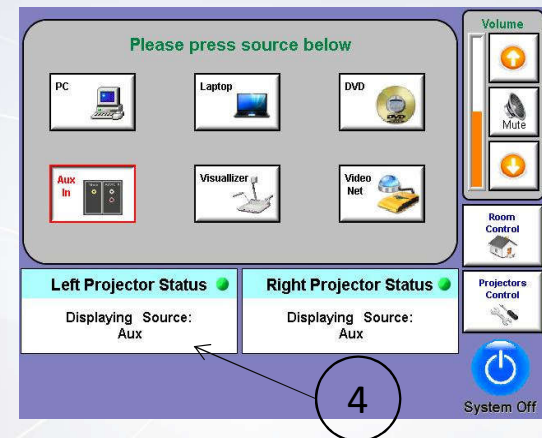
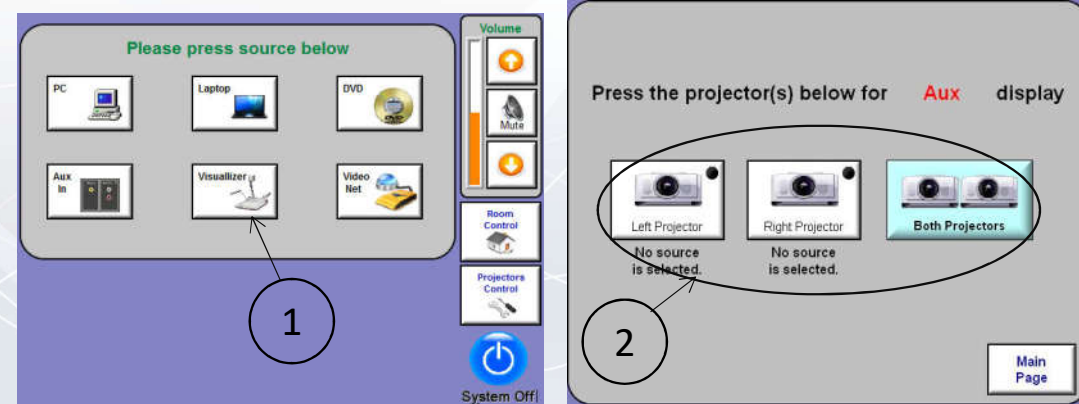
1. Connect either VGA or HDMI cable to your Laptop Computer.
2. Set the resolution of your Laptop Computer to 1280x768 pixels or below when connecting HDMI cable.
3. Connect the audio cable to your Laptop Computer (when connecting VGA cable), if there is audio signal in the presentation material.
4. Press the icon "Laptop".
5. Press the projector(s) for "Laptop" display.
6. Wait for around 40 seconds for the projector to warm-up.
7. After use, press "System Off" icon to turn off the projector.



Using AV Equipment

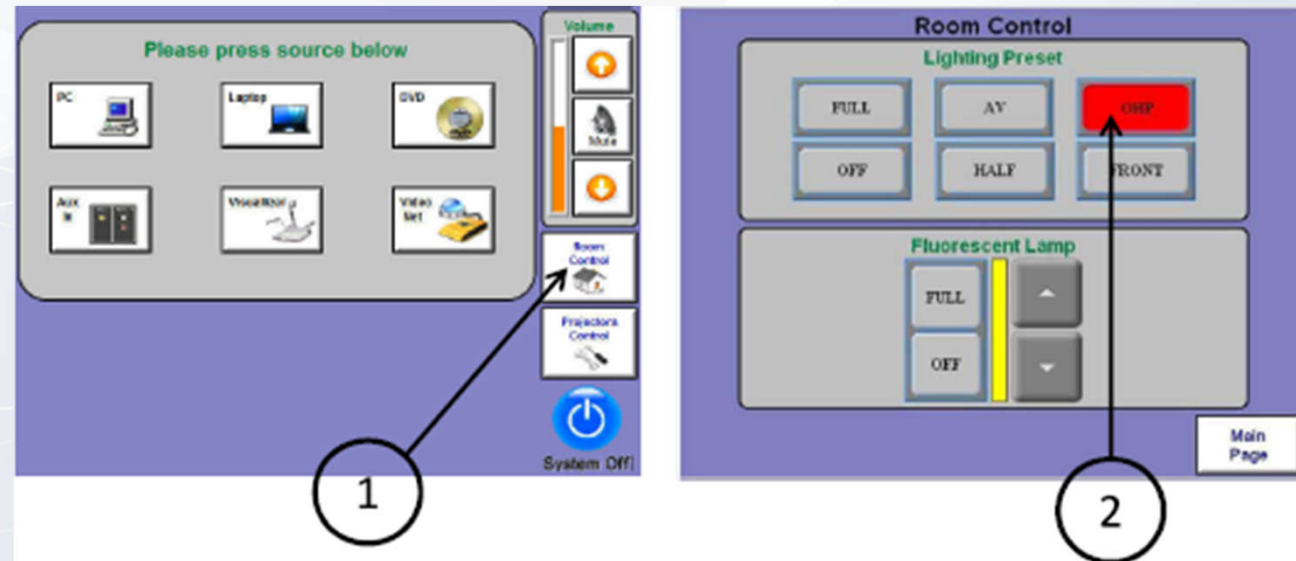
Way to display the Visualizer image

1. Press the icon "**Visualizer**".
2. Press the projector(s) for "**Visualizer**" display.
3. Wait for around 40 seconds for the projector to warm-up.
4. After use, press the "**System Off**" icon to turn off the projector.



Way to set room lighting

1. Press "Room Control" icon then
2. Select the desired Light presets



Way to control the projectors

1. Press "Projectors Control" icon then
2. Select the desired function of projectors

