

# Duke 204 Conference Room Media Equipment Guide



## LAPTOP & TV/DATA MONITOR OPERATION



1. Turn on the TV/Data Monitor
2. Connect VGA cable to the "VGA" input on the front of the TV/Data Monitor  
(Cable is located in the cabinet under the TV/Data Monitor)
3. Connect the other end of the cable to your laptop
4. Turn on laptop
5. Press "TV/PC/AV" button on the monitor until you get to the computer input
6. You may also need to press the "VGA1" button on the Monitor or the remote control if the image does not appear
7. If picture does not appear on the monitor and your laptop screen press "Fn" & the F-Key (F1-F12) with a monitor symbol on it simultaneously  
Please allow several seconds for synchronization  
Repeat step 7 until image appears on both screens

## DVD/VHS PLAYER OPERATION



1. Turn on the TV/Data Monitor
2. Turn on the DVD/VHS player (Located below the monitor)
3. Press "TV/PC/AV" button on the monitor until you get to the Video input or press the "Video" button on the remote control
4. Play DVD or VHS video (Use remote control or buttons on player)
5. Adjust the volume by using the volume controls on the monitor

## TV OPERATION

1. Turn on the TV/Data Monitor
2. Press the "TV/PC/AV" button until you get to the TV input
3. Use the channel up/down buttons to choose a channel  
Note: Reception varies among channels

If you experience any problems or need assistance please call **x5050**