# Darling 403
## Media Equipment Guide

### COMPUTER & PROJECTOR OPERATION

1. Turn on computer
2. Use remote control to turn on projector (Allow 30-60 sec to warm up)
3. Use the "Comp2" button on the remote control to switch to the computer input
4. Lower the projector screen using the switch on the wall
5. Select "PC" option on the control switch
6. Type CTRL, ALT and DEL to login to the computer:
   - For normal access (does not require password):
     - Username: dar403ts
     - Password:
     - Log on to: DAR403-TS (this computer)
   - For access to your network drives use the following:
     - Username: "your username"
     - Password: "your password"
     - Log on to: APU

### LAPTOP & PROJECTOR OPERATION

1. Use remote control to turn on projector (Allow 30-60 sec to warm up)
2. Lower the projector screen using the switch on the wall
3. Connect projector cable to laptop (Located next to the computer)
4. Turn on laptop
5. Select "Laptop" option on the control switch
6. Use the "Comp2" button on the remote control to switch to the computer input
7. If picture does not appear on the projector 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 PLAYER

1. Follow the computer / projector operation directions then continue to step 2
2. Insert DVD disc into the computer’s DVD/CD drive
3. PowerDVD software should load up automatically
   - Note: If software does not load, open the "PowerDVD" program on the desktop
4. Adjust volume settings using both the volume control on the projector remote control and the computer DVD player program

### VCR OPERATION

1. Use the remote control to turn on the projector (Allow 30-60 sec to warm up)
2. Lower the projector screen using the switch on the wall
3. Turn on VCR (VCR is located below the computer)
4. Use the "Video" button on the projector remote control to switch to the VCR input
5. Play video (Play button is located on VCR)
6. To adjust the volume, use the projector remote control

### AUDIO CD OPERATION

1. Follow Computer & Projector Operation instructions
2. Insert Audio CD into the computer’s DVD/CD drive
3. Windows Media player should load up automatically
   - Note: If software does not load, find the Windows Media Player program
     Start > All Programs > Accessories > Entertainment > Windows Media Player
4. Adjust the volume using both the projector remote control and the volume control on the Windows Media Player program

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If you experience any problems or need assistance please call x5050