

# INSTRUCTOR WORK STATION

## Instructional Manual

### Step-by-Step Guide

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February 12, 2009

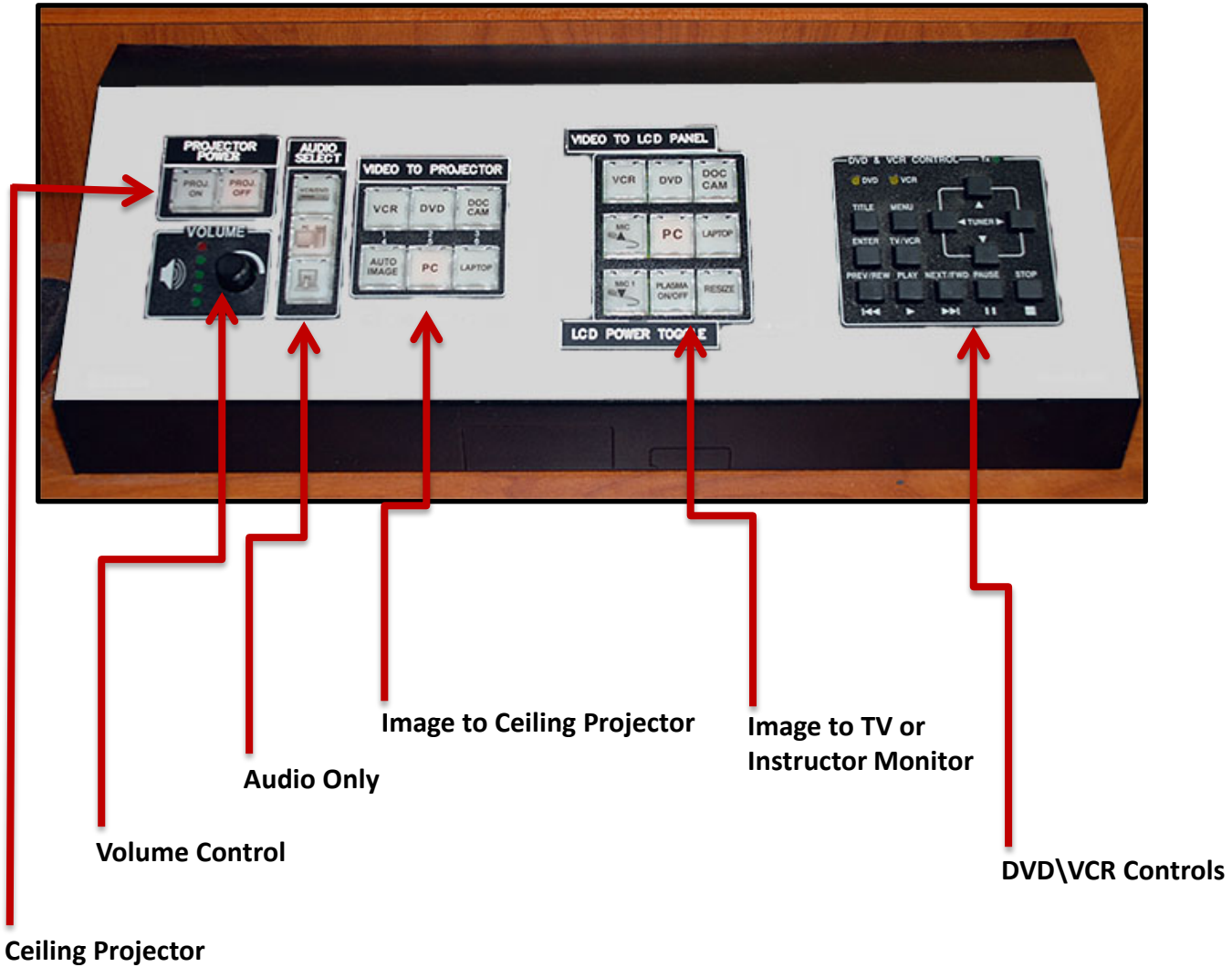
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# MEDIA LINK

## Button Descriptions

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# Computer or Laptop to Ceiling Projector

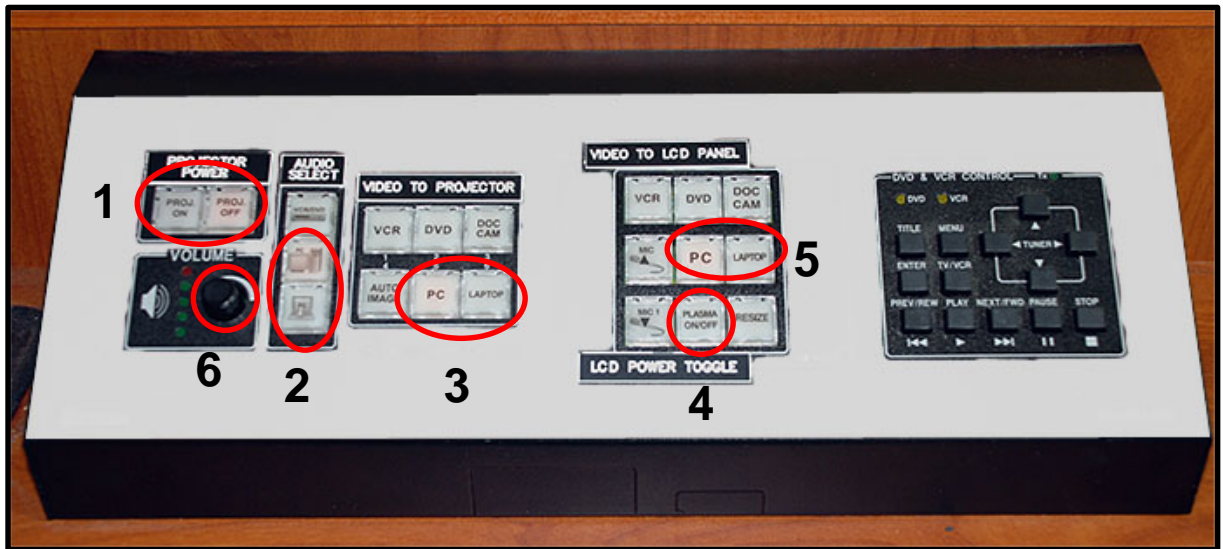
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1. **Select the Projector ON Button** – *Hold down until the button **Flashes***  
*- Wait until button **STOPS FLASHING** before going to No. 2.*
2. **Select PC or Laptop Audio Button** – *Hold down the button until it lights up.*
3. **Select PC or Laptop button to Projector** – *Hold down the button until it lights up.*
4. **Turn Audio Knob to adjust Audio Levels if audio is needed.**

# Computer or Laptop to Ceiling Projector and Plasma Televisions

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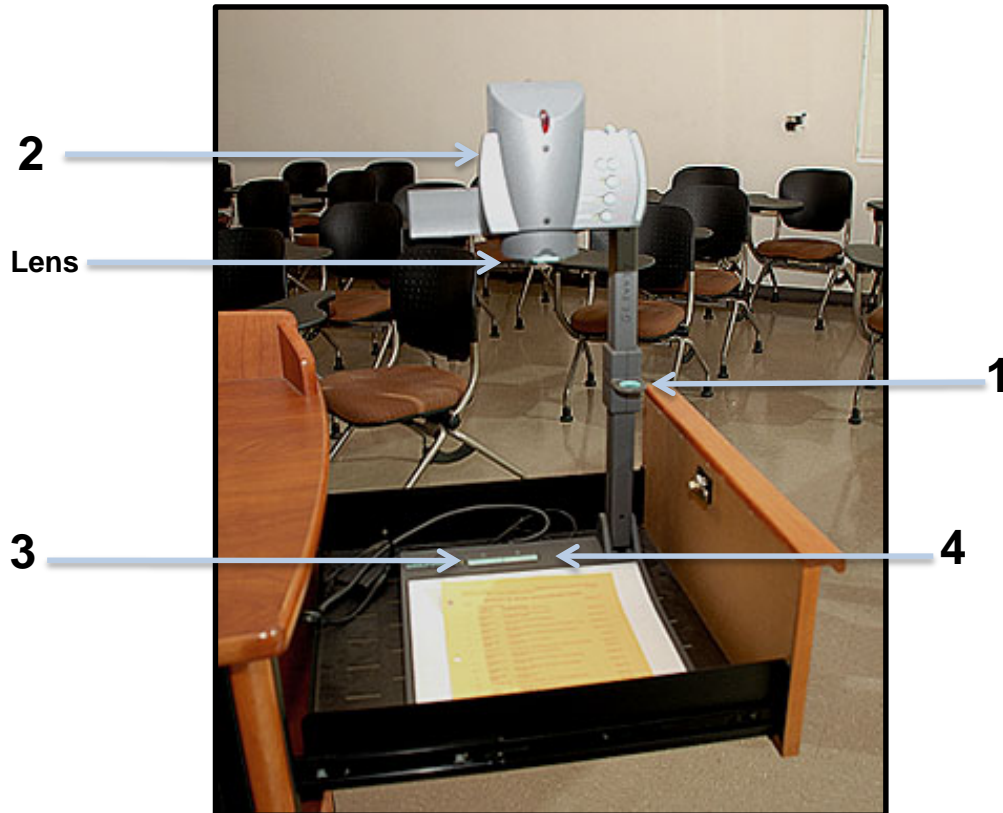


1. **Select the Projector ON Button** – *Hold down until the button **Flashes***  
*- Wait until button STOPS FLASHING before going to No. 2.*
2. **Select PC or Laptop Audio Button** – *Hold down the button until it lights up.*
3. **Select PC or Laptop button to Projector** – *Hold down the button until it lights up.*
4. **Select Plasma On/Off button** – *Hold down the button until it lights up.*
5. **Select PC or Laptop button to LCD Panel** – *Hold down the button until it lights up.*
6. **Turn Audio Knob to adjust Audio Levels if audio is needed.**

# Document Camera

**NEVER REMOVE THE DOCUMENT CAMERA FROM THE DRAWER!**

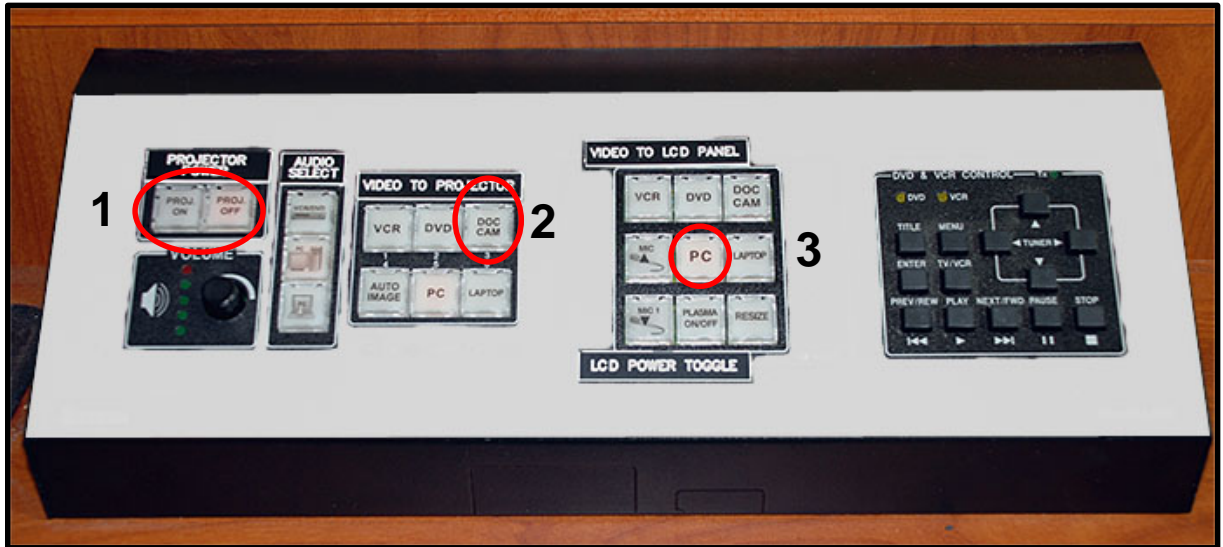
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1. Hold the Document Camera base. Then grab onto the RING and Pull Upward.
2. Rotate the Document Camera Head so that the Lens is Facing Downward.
3. Press the On Button
4. Press the Light Button

# Document Camera to Ceiling Projector

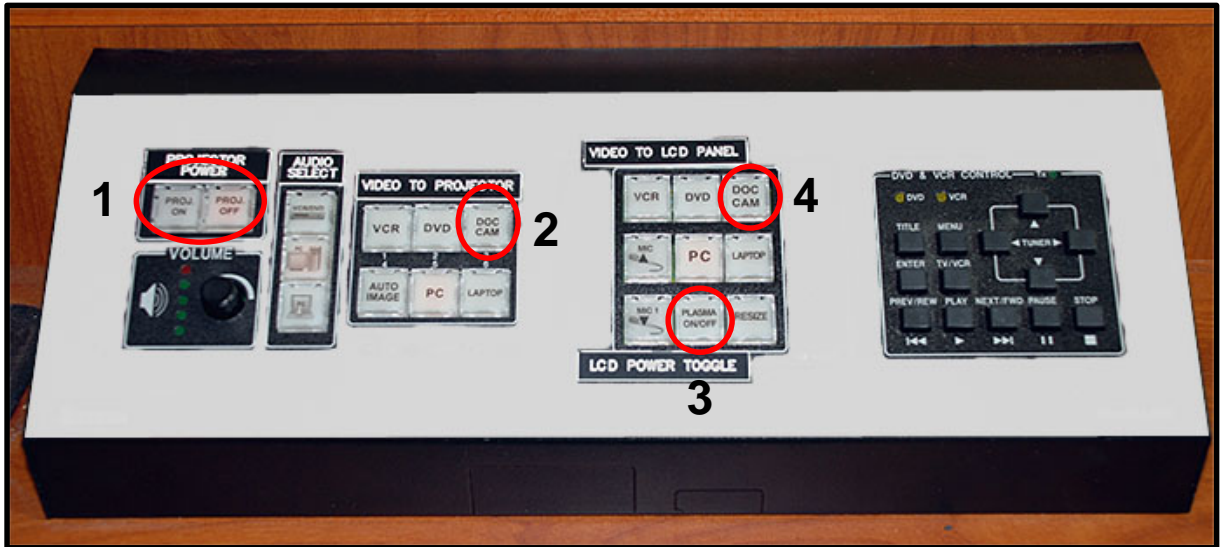
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- 1. Select the Projector ON Button – Hold down until the button Flashes**  
*- Wait until button STOPS FLASHING before going to No. 2.*
- 2. Select Doc Cam to Projector – Hold down the button until it lights up.**
- 3. Select PC to see Document Camera on Instructor Monitor.**
- 4. Turn on the Document Camera** (*see instructions on page 6*).

# Document Camera to Ceiling Projector and Plasma Televisions

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1. **Select the Projector ON Button** – *Hold down until the button **Flashes***  
*- Wait until button STOPS FLASHING before going to No. 2.*
2. **Select Doc Cam button to Projector** – *Hold down the button until it lights up.*
3. **Select Plasma On/Off button** – *Hold down the button until it lights up*
4. **Select Doc Cam button to LCD Panel** – *Hold down the button until it lights up*
5. **Turn on the Document Camera** (*see instructions on page 6*).



# DVD\VCR to Ceiling Projector

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1. **Select the Projector ON Button – Hold down until the button *Flashes***  
*- Wait until button STOPS FLASHING before going to No. 2.*
2. **Select DVD\VCR Audio Button – Hold down until you see the button lights up.**
3. **Select either the DVD or the VCR Button to Projector**  
*– Hold down until you see the button lights up.*
4. **Select Play on the DVD \ VCR Control Panel to start the movie.**
5. **Turn Audio Knob to adjust Audio Levels.**

# DVD\VCR to Ceiling Projector and Plasma Televisions

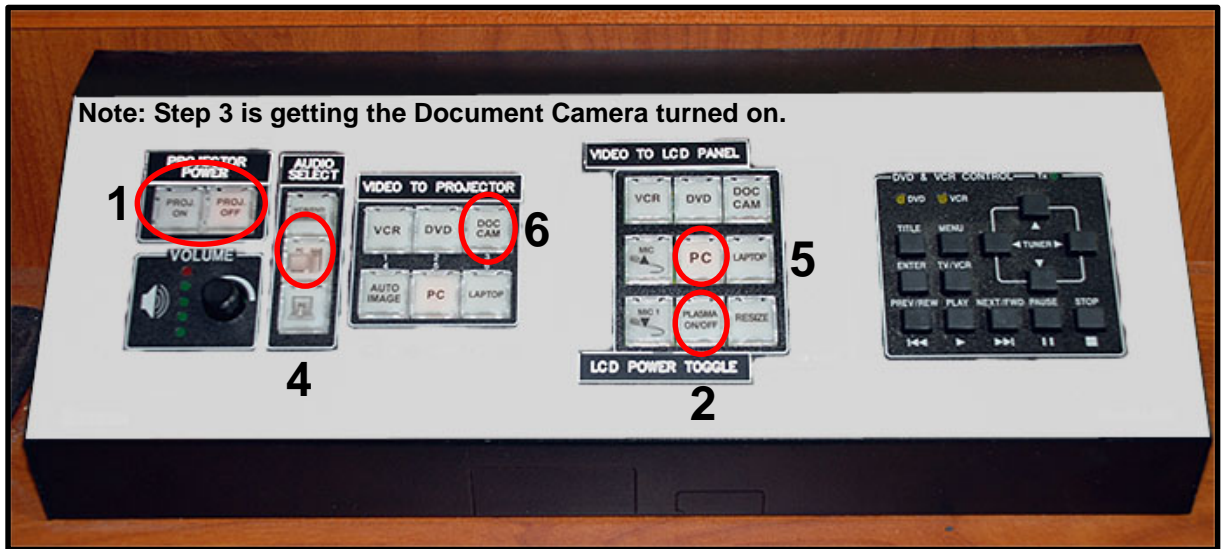
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- 1. Select the Projector ON Button – Hold down until the button *Flashes***
  - Wait until button *STOPS FLASHING* before going to No. 2.
- 2. Select the Plasma On Off Button - Hold down until the button *Flashes***
  - Wait until button *STOPS FLASHING* before going to No. 3.
- 3. Select DVD\VCR Audio Button – Hold down the button until it lights up.**
- 4. Select either the DVD or the VCR Button to Projector**
  - Hold down the button until it lights up.
- 5. Select either the DVD or the VCR Button to LCD Panel**
  - Hold down the button until it lights up.
- 6. Select Play on the DVD \ VCR Control Panel to start the movie.**
- 7. Adjust Audio Levels**

# Computer to Plasma Televisions Document Camera to Ceiling Projector

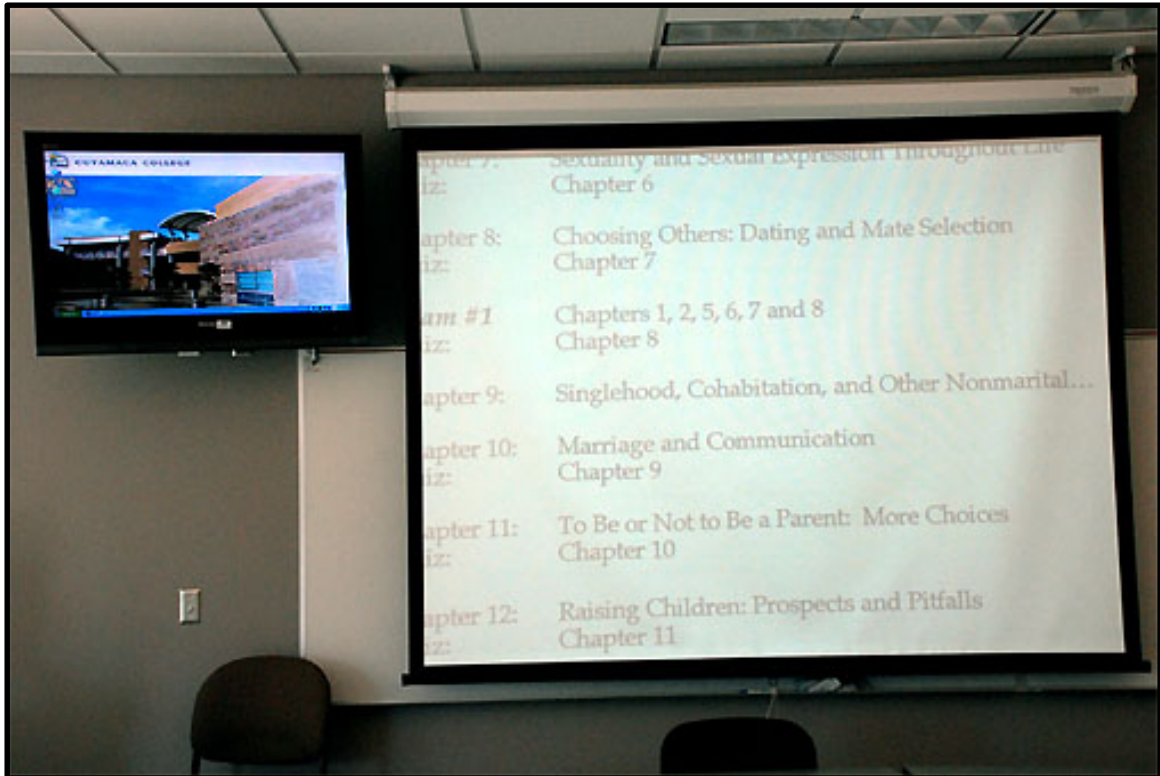
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1. **Select the Projector ON Button – Hold down until the button *Flashes***  
- Wait until button *STOPS FLASHING* before going to No. 2.
2. **Select Plasma On/Off Button – Hold down until the button *Flashes***  
- Wait until button *STOPS FLASHING* before going to No. 3.
3. **Turn on the Document Camera - (see instructions on pg. 6).**
4. **Select Computer Audio Button – Hold down the button until it lights up.**
5. **Select PC Button on LCD Panel – Hold down the button until it lights up.**
6. **Select Doc Cam Button on to Projector:**  
– Hold down the button until it lights up: (See example on page 12)

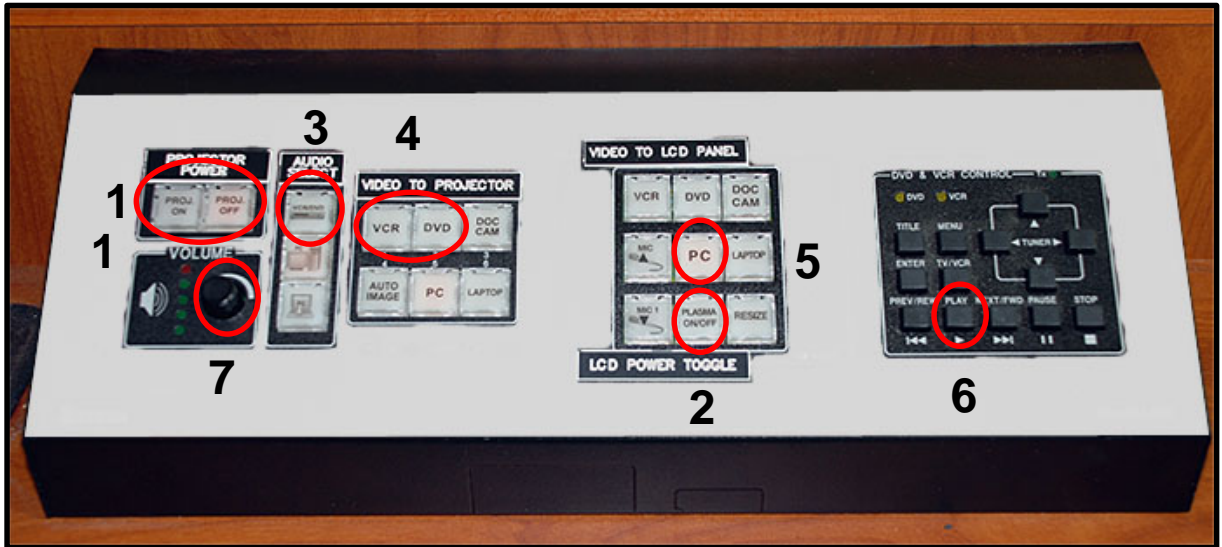
# Computer to Plasma Televisions Document Camera to Ceiling Projector

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# Computer to Plasma Televisions DVD or VCR to Ceiling Projector

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- 1. Select the Projector ON Button – Hold down until the button *Flashes***  
*- Wait until button STOPS FLASHING before going to No. 2.*
- 2. Select Plasma On/Off Button – Hold down until the button *Flashes***  
*- Wait until button STOPS FLASHING before going to No. 3.*
- 3. Select DVD\VCR Audio Button – Hold down the button until it lights up.**
- 4. Select DVD or VCR Button to Projector – Hold down the button until it lights up.**
- 5. Select PC Button LCD Panel – Hold down the button until it lights up.**
- 6. Select Play on DVD\VCR Control Panel to play movie.**
- 7. Turn Audio Knob to adjust Audio Levels if audio is needed**

*(See example on page 14)*

# Computer to Plasma Televisions DVD\VCR to Ceiling Projector

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# Help Desk and Training

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There are many variables that can be used to display your images. Pages 11 through 13 are just a few samples of what you can do with the Instructor Work Station.

### **For Further Assistance:**

Please Call the Cuyamaca HELP DESK at X4395 or the Districts HELP DESK X7547.

### **For Training:**

Please call Cynthia (Cyndy) Bourget  
Instructional Media Services Coordinator at X4415

**This manual can also be found on the IMS website.**

[www.cuyamaca.edu/ims](http://www.cuyamaca.edu/ims)