

Smart Classroom Quick-Start Guide

TLP PRO 720M

Getting Started

1. **POWER on PC if it's not already on.**
2. **TURN ON** the system by tapping the Start screen to initiate start-up. The projector screens will automatically lower.



3. System will go through a "warm up" period before it is ready to go. The projector will drop down from the ceiling and turn on.
4. **LOGIN to the PC:** Use your assigned Clarion username/password; alternatively, use the Guest Login below right.

Selecting a Source

1. **CHOOSE (1.) DISPLAY SOURCE** icon as shown in Figure 2 by tapping the desired source on the touch screen.

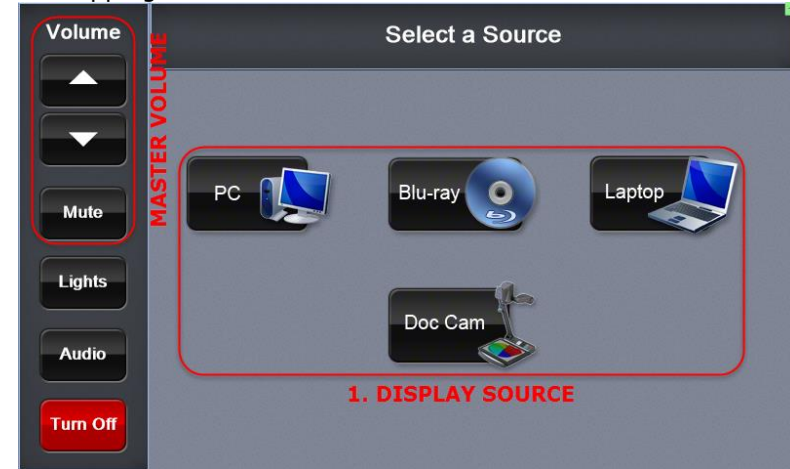


Figure 2: Controller

File Storage: Instructors have **50 MB** of file storage available on Clarion's Web Drive (Jupiter). The login procedures will automatically connect users to their Web Drive space. To locate or save your files, go to **Start > Computer > Network Locations**. For more information on using Jupiter go to www.clarion.edu/computing and navigate to the Jupiter Drive link.

SMART CLASSROOM HELP

Please report problems to the Help Desk at 393-2640 or helpdesk@clarion.edu

Indicate the building, room number, Computer CSID # (on label), and identify it as a smart classroom.

After 4:30 p.m. please contact Carl Callenburg at 393-2449.

ITV or Mediasite questions, contact the LTC at 393-1848.

Training: If you would like training on the Smart Classroom system, please contact the Learning Technology Center (LTC) at x1848

Smart Classroom Web site: For more detailed documentation, resources, and contacts see:

<http://www.clarion.edu/ltc/> and navigate to **Instructional Technologies > Classroom technology**

CLASSROOM INFORMATION

Building _____ Room _____

Computer ID _____

GUEST LOGIN:

Username: _____

Password: _____

Smart Classroom Quick-Start Guide

TLP PRO 720M

Volume Controls

1. Use the SYSTEM VOLUME to control audio for the source devices (PC, VCR/DVD/Blu-ray, etc.) *Figure 4.*
2. Tap the Audio Control button in the lower right portion of the screen to control microphone audio up and down. *Figure 4.*

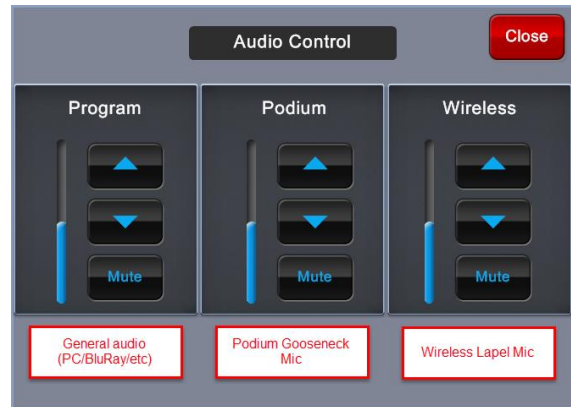


Figure 4

Other Equipment

Each smart classroom includes a minimum of a **computer, podium, and projector**. Most smart classrooms also have one or more of the following:

1. **Wireless mouse and/or keyboard**
2. **Blu-Ray player***
3. **Document camera – located in the drawer to the right of the podium**
4. **Laptop connections – in the dog house on the surface of the podium**



Figure 5

** To operate, use the source control panel to display the device controls.

1. **TAP** the appropriate source control button to see the control screen. Tap Open/Close button if Blu-ray, open/close on player if DVD/VCR; place media in the player.
2. **PRESS** the appropriate media control button to operate the player.
3. **TAP** the "Close" button to return to the main screen when finished.

Shutting Down

1. **PRESS THE RED "Turn Off" BUTTON** to power off the projectors.
2. **POWER OFF** doc camera and any peripherals if used.
3. **LOG OFF** the computer, **DO NOT SHUT DOWN**.
4. If used, place wireless mouse back on the charging cradle making sure the charging light is lit.

