DO NOT REMOVE
FROM CLASSROOM
Montgomery Auditorium

Smart Classroom
User Help Guide
Smart Classroom Quick Start Guide

Montgomery Auditorium

Orientation

Document Camera

Computer Monitor

Screen

Projector
1. Unlock Cabinet.
Unlock the Cabinet doors.
A) Reset by turning counterclockwise.
B) Release.
C) Press 1st two numbers at the same time.
D) Press third number.
E) Turn clockwise. Open Cabinet.

If you don’t know the combination or you can’t get in, contact Tech Help by using the Help Phone on the podium.
Power-Up Procedures - Orientation

Left Side

Keyboard in Drawer.

Computer (PC)

AMX Remote Storage.

Main Power Switch on power strip.

Help Phone

Power-Up Procedures - Orientation
2. Turn on both Podium Main Power Switches. Red buttons on Power Strips.

3. Turn on Computer power.

4. Unplug AMX Remote & place on top of Podium for use.
Right Side

- Wireless Microphone Storage
- Volume Controls
- Wireless Microphone Receiver
- Closed Captioner
- VHS VCR
- Audio Cassette Player
- Audio Amplifier

Main Power Switch on power strip.

Power-Up Procedures - Orientation
Power-Up Procedures

5. Turn on Monitor power.

6. Turn on Document Camera power.
   Switch on upper left side of unit.

AMX Remote from inside Podium.
7. Type in Username and Password then click on **OK**. This will get you to the Windows Start Menu.

    *If you don’t know your username or password, contacts the ITS Help desk at 753-8100.*
The piece of equipment you wish to use must be selected on the AMX Touch Screen Remote Control before the Projectors can be turned on.

8. Press the center of the Blank Screen on the unit. A Welcome message will appear.
9. Press the center of the Screen again (see picture below) and a Menu Screen will appear.
10. Touching one of the **icons** along the top of the Screen will select the Projection Source & turn on the Projector. It takes about 30 seconds for the Projector to warm up.

In this case “Desktop” has been selected and appears on the screen.

These buttons light up the Screen Display.
11. Touching an Icon will automatically select the media source for the Projector.

NOTE: It may take several seconds for the new image to appear on the screen.

Power-Up Procedures
Closed Captioning for DVD (Subtitles) Operation

1. After choosing the Media Player & having the DVD start, Right Click anywhere on the screen and the Menu Box will appear.

2. Click on “Subtitles” then click on The language you want the subtitles to appear in.

The Menu Box will disappear & the subtitles will appear at the bottom of the screen in the appropriate language.

If any problems are encountered use the Tech Help Phone.
AMX Remote Touch Screen

All the controls for each piece of equipment are contained on the Touch Screen.

Icons used to select equipment source.

Equipment Control Display.

Video Projector Select Button.

Volume Control
DO Not USE

Exit Remote Button

Power-Up Procedures - Controls
AMX Remote
All controls for the VCR except Power & Eject are on the Touch Screen of the Remote.

DO NOT
Use the manual controls on the unit as it could cause problems with the AMX program.

Power-Up Procedures - Controls
To engage the device push the Power button. There is a delay before the captions appear.

This device is used in conjunction with the VHS/VCR only. The tape being used must be Closed Captioned encrypted. Check for CC icon on back of box.

If any problems are encountered use the Tech Help Phone.

Power-Up Procedures - Controls

VHS/VCR Closed Caption Instructions
Volume Control

Turn these knobs to control volume.

Microphone
Computer Sound
VCR Sound
Cassette Sound

Power-Up Procedures - Controls
Document Camera

Camera Head

Power Switch on side of unit.

Upper Lights

Object Stage and Back Light

Power-Up Procedures - Controls

Montgomery Aud. P-15
AMX Remote
All controls for the Elmo are on the Touch Screen of the Remote.

DO NOT
Use the manual controls on the unit as it could cause problems with the AMX program.

Power-Up Procedures - Controls
AMX Remote

All controls for the Cassette Player except Power & Eject are on the Touch Screen of the Remote.

Audio Cassette Player

Power-Up Procedures - Controls

DO NOT
Use the manual controls on the unit as it could cause problems with the AMX program.
You can control the Slide Projector located in the Projection Booth with the AMX Remote.
1. When you are done and wish to turn off the Projector, press the **Exit** button at bottom right corner of Touch Screen. You will get a message screen as seen below.

2. If you are sure you want to turn off the Projector, touch the **Circle** Box and the Projector will turn off and the Remote will go back to the **Welcome** screen.

4. Turn off Document Camera power.
5. Turn off the Computer.

6. Turn off both Podium power switches.

7. Replace AMX Remote inside Podium.

8. Close & lock Cabinet doors.