An Overview of Scripps Smart Classrooms
Scripps Smart Classrooms

- Various locations across campus
- Windows and Macintosh computers
- Smart Panel media switcher
Accessing Your Equipment

Keys:

• **SAM or AV1: drawer/podium.** Faculty and Media Services technicians have this key.

• **AV-1: drawer/podium.** Students can check this out from Media Services for screenings.
In the Drawer:

- VGA Cable
- Network Cable
- Documentation
- Factory remotes
What is a Smart Classroom?

A classroom containing:

- A locked cabinet
- Amplifier and speakers
- Computer which can play CD’s and DVD’s
- Multi-System DVD player
- Multi-System VCR
- A video screen (some are pull down; other are automatic or have a switch)
- A ceiling-mounted projector
In the Cabinet:

• Computer CPU
• DVD Player
• VHS Player
• Audio Amp
The Dell 5100MP Video Projector

(If the projector freezes please turn off the smart panel and power cycle the projector by unplugging the main power cord from the projector for five seconds. This is a rare occurrence that can happen if your classroom temperature is very warm.)
Speakers and Screen
Screen Switch

For rooms equipped with automatic screens leave the switch in the up position. The Smart Panel will automatically drop the screen when you turn the projector on.

When using slide projectors or overhead projectors, you can use the switch manually to drop the screen without activating the projector.
Types of Projector Screens

Some of our projector screens are automatic, which means that they can be moved up and down with a switch, or when Smart Panel is turned on. Other projector screens are not automatic and must be manually raised and lowered.
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Your Desktop
Using the Dell Computer

Turn on the computer by pushing the Power button located on the front of the computer near the top right corner. On the Smart Panel, select **Computer**.

Faculty, staff, and students can access the network from Smart Classroom computers by logging on to their network account. If your username does not work:

- Start typing username and press tab key to select name from list. Type in full username with context, e.g.: `.username.faculty.scripps`

If a non-Scripps user is attempting to log on, please check with Media Services or IT staff for a guest username and password to use. If you are showing a PowerPoint presentation, it is best to save a copy to the desktop and run from there, rather than from the network, flash drive, or CD.
Step Number 1
Turn on the video projector and wait 90 seconds for warm up. Do not turn on and off repeatedly.
Step Number 2

Select input. Computer, DVD, or VCR. If using a computer make sure PC or MAC is turned on first. If you do not see a picture on the screen please try switching back and forth between inputs.
Step Number 3

Turn on DVD or VCR from the transport control or on the individual unit if chosen as a source.
Step Number 4
Insert tape or DVD and push play, rewind, fast forward, or pause on the transport controls as needed. If your media is a DVD menu controls can be accessed. If your classroom panel does not have transport controls you can use the factory remotes provided in the drawer.
Step Number 5
After the computer, VCR, or DVD is playing audio you can adjust the volume at the Smart Panel.
Step Number 6
When finished with your presentation, please turn off the projector and VCR or DVD player.
Turn Projector on

Volume

Laptop port in some classrooms. (Others are located on the side of the cabinet or on the wall.)

Some newer classrooms have a CAT-5 network jack on the Smart Panel. Other classrooms have network jacks on the wall.

DVD or VCR controls include: play, pause, stop, rewind

Select Input

Turn Projector off!
CONNECTING A PC LAPTOP COMPUTER
Should a user need to connect their own laptop computer to the projector: Connect the laptop to podium or Smart Panel using a VGA cable – connect one end to laptop and other to the port.

Select **LAPTOP** on the Smart Panel. If the laptop does not view:
- Try pressing the F8 key on the laptop, or FN key + F8 key
- Switch between inputs

CONNECTING A MAC LAPTOP COMPUTER
If you are connecting a Mac laptop you will need to provide your own Mac display adapter. Connect your adapter to the VGA cable and connect the cable from your laptop to the VGA port.

Select **LAPTOP** on the Smart Panel. If the laptop does not view:
- Go into your Apple display preferences and make sure that you have “mirror” checked and click “detect displays.”
- Switch between inputs
IMPORTANT!

When turning on the projector always remember to wait 90 seconds for the projector to warm up before switching to your source! You will see the projector going through a count-down.

When the projector has completed the warm up procedure you will see a green light on the Smart Panel. You are now ready to display your source.
Troubleshooting Tips

Store your presentation or files onto a CD-ROM or flash drive whenever possible and bring that to the classroom. As a backup always e-mail a copy to yourself. Copy the presentation to the computer desktop for faster viewing.

I’m trying to play a DVD or VCR and the Picture is not showing on the screen: If you do not see any video make sure the projector is indeed on and verify that the DVD or VCR is on inside the cabinet. Try switching back and forth between source inputs.

I’m trying to play a DVD or VCR however, I cannot hear the sound: Check the volume controls on the Smart Panel Controller.

How do I turn the DVD off during my presentation? Use the factory remote, the off button on the machine, or transport control device off button on the Smart Panel to turn the unit off.

I’d like to switch between the media devices, how can I do that? You can switch between your Computer, DVD, VCR and Laptop devices by selecting the input device via the SP Controller. Use the Smart Panel controls for volume and media menus.

I don’t hear sound from the computer on the speakers! Check the audio settings on the PC and make sure your sound has not been muted by clicking on the tiny speaker in the lower right hand corner of your screen. If the audio cable has been unplugged from the back of the PC call Media Services to reconnect it. Inspect the volume controls on the Smart Panel Controller.
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