User’s Guide for Using AV Equipment at Tin Ka Ping Lecture Theatre (LT1)
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**AV CONTROL PANEL**

To Start, select the **AV EQUIPMENT**, then Projector will be switched on automatically within 20 seconds.

- **COMPUTER**
  To use the network computer installed at the Teacher’s Desk.

- **LAPTOP**
  To use a Laptop Computer.
  (User must connect the VGA or HDMI cable provided at the Teacher’s Desk to Laptop Computer first.)

- **VISUALIZER**
  To use the Visualizer (document camera) on the teacher’s Desk

- **Ext. AV IN**
  To use user’s portable AV equipment.

- **DVD**
  To use DVD Disc Player installed at the AV Cabinet, for playing DVD, VCD or CD.

- **VIDEO NETWORK**
  For routing of AV signals for special Events.

- **Projector Off**
  To switch off the center or the side video projector.

- **LIGHT**
  To select the 6 pre-set lighting setting.

- **AV SYSTEM OFF**
  To switch off the power of the AV system.
  (Please remember to press this button before leaving the Lecture Theatre.)

- **Sound Volume**
  To increase or decrease the sound level except the Microphone volume.
Way to playback DVD, VCD or CD by using the DVD Player

1. Press the icon “DVD”.

2. A pop-up window “DVD Player Controls” will appear.

3. Wait for around 40 seconds for projector warm-up.

4. Press the “POWER” button on the DVD Player’s front panel to turn it ON.

5. Open the Disc Tray and place the disc on the disc tray.

6. Press the “PLAY” button to start playback.

7. After use, press the “STOP” button, the playing Disc will stop.

8. Press the “AV SYSTEM OFF” icon to turn off the Video Projector.
Way to display the video using Ext. AV Equipment

1. Connect the AV cables from your AV equipment to the “AV AUX Input” of the AV Panel (at the front-bottom of the Console).

2. Press the icon “Ext. AV In”.

3. A pop-up window “External AV Input” will appear.

4. Wait for around 40 seconds for projector warm-up.

5. Start playback the video source of your AV equipment.

6. After use, press the “Projector Off” or “AV SYSTEM OFF” icon to turn off the projector.
Way to display the Network Computer image

1. Press the icon “COMPUTER”.

2. A pop-up window “PC NETWORK” will appear.

3. Turn on the Network Computer in the lectern.

4. Wait for around 40 seconds for projector warm-up.

5. After use, press the “Projector Off” or “AV SYSTEM OFF” icon to turn off the projector.
Way to display the Laptop Computer image

1. Connect either VGA or HDMI cable to your Laptop Computer.

2. Set the resolution of your Laptop Computer to 1280x768 pixels or below when connecting HDMI cable.

3. Connect the audio cable to your Laptop Computer (when connecting VGA cable), if there is audio signal in the presentation material.

4. Press the icon “Laptop”.

5. A pop-up window “Laptop Control” will appear.

6. Wait for around 40 seconds for the projector to warm-up.

7. After use, press the “Projector Off” or “AV SYSTEM OFF” icon to turn off the projector.
Way to display the Visualizer image

1. Press the icon “Visualizer”.


3. Wait for around 40 seconds for the projector to warm-up.

4. The Visualizer will turn-on automatically. Please select the appropriate lighting of it.

5. Place the object onto the stage, on the operational panel of the Visualizer, press the Zoom buttons [TELE] & [WIDE] to adjust the viewing area, and press the Auto Focus button [AF] for focusing.

6. After use, press the “Projector Off” or “AV SYSTEM OFF” icon to turn off the projector.
Front Operation Panel

15. Lighting Buttons
16. Input Selection Buttons
20. Monitor output Buttons
17. Zoom Buttons
18. Focus Buttons
19. Auto Focus Button

<table>
<thead>
<tr>
<th>Part Name</th>
<th>Function</th>
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<tbody>
<tr>
<td>15 Lighting Buttons</td>
<td>To turn ON/OFF the lighting unit.</td>
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<tr>
<td>16 Input Selection Buttons</td>
<td>To change the input line.</td>
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<tr>
<td>17 Zoom Buttons</td>
<td>To change the image size.</td>
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<tr>
<td>18 Focus Buttons</td>
<td>To adjust focus (powered).</td>
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<tr>
<td>19 Auto Focus Button</td>
<td>To focus automatically. This is a one-shot auto focus system (FOCUSFREE).</td>
</tr>
<tr>
<td>20 Monitor output Buttons</td>
<td>To select the signal to be output to the NTSC/PAL monitor.</td>
</tr>
<tr>
<td></td>
<td>To change the Monitor output mode (NTSC/PAL) using the built-in camera button.</td>
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Way to set room lighting

1. Press “LIGHT” icon then

2. Select the desired light presets