User’s Guide for Using AV Equipment at
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Lecture Theatre (LT12)
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PC  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

Aux 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 Net  For routing of AV signals for special Events.

Room Control  To select one of the six pre-set light settings.

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.

Projection Control  To Control projectors directly. (e.g. Display Ratio 4:3 or 16:9, video mute, etc.)
Way to playback DVD, VCD or CD by using the DVD Player

1. Please press source below
2. Press the projector(s) below for DVD display
3. Left Projector
4. No source is selected.
5. System Off
6. DVD Control
7. DVD Playback
8. STOP
9. PLAY
10. POWER
11. OPEN/CLOSE
1. Press the icon “DVD”.

2. Press the projector(s) for “DVD” display

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

4. Press “DVD Control” to control the DVD Player.

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

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

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

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

9. Press the “System Off” icon to turn off the Video Projector.
**Way to display the video using Ext. AV Equipment**

1. Connect the AV cables to your AV equipment.

2. Press the icon **“Aux In”**.

3. Press the projector(s) for **“Aux In”** display

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

5. After use, press the **“System Off”** icon to turn off the projector.
1. Press the icon “PC”.

2. Press the projector(s) for “PC” display

3. Turn on the Network Computer.

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

5. After use, press the “System Off” icon to turn off the projector.
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. Press the projector(s) for “Laptop” display.

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

7. After use, press “System Off” icon to turn off the projector.
1. Press the icon “Visualizer”.

2. Press the projector(s) for “Visualizer” display.

3. Wait for 40 seconds for the projector to warm-up. When projector is just switched off from previous user, it requires a “cool-down to warm up” time of around 4 minutes.

   • The Visualizer will turn-on automatically. Please select the appropriate lighting mode of the Visualizer (over the Stage, beneath the Stage, or light-off).
   *Please refer to the “Visualizer-Operation Guide” for more details.*

   • Place the object/document/transparency onto the Stage, adjust the viewing area using the Zoom buttons [IN] & [OUT], and press the Auto Focus button [AUTO] for focusing.

4. If you want to see the Visualizer image before sending out to the large screen
   • Press “Visualizer Preview” to preview the image on the Touch Panel
   • Press “Main Page” to return to Main Page for controlling other equipment.

5. After use, press the “System Off” icon to turn off the projector.
Way to set room lighting

1. Press “Room Control” icon then
2. Select the desired light presets
Way to control the projectors

1. Press “Projectors Control” icon then
2. Select the desired function of projectors
Names and Functions

Overall View

1. Camera Head
   For capturing images of objects on the stage or surrounding areas.

2. Camera Arm
   Supporting arm for the camera head. Adjust its angle when shooting 3-dimensional objects.

3. Arm Lock
   For adjusting the length of camera. Release the lock when retracting or extending the camera arm and lock it at the adjusted position.

4. Side Illuminations
   Adjust to ensure that the stage is evenly lighted.

5. Handle
   Pull out this handle to carry the unit. Put the handle away when not in use.

6. Back Illumination
   Use this lighting when viewing transparent materials such as films.
   \( \Rightarrow \text{Page 15 'Presenting Films and Other Transparent Materials'} \)

7. Stage
   For placing objects (or materials). Up to A3 landscape equivalent (376 mm x 292 mm) can be captured.

8. Remote Sensor
   For receiving signals from the remote control unit.
   \( \Rightarrow \text{Page 23 'Operating the Remote Control Unit'} \)

9. SD Slot
   Slot for inserting the SD card.
   \( \Rightarrow \text{Page 20 'Storing Images In SD Card'} \)

10. Slide Film Holder
    Use this when viewing slide films.
    \( \Rightarrow \text{Page 14 'Presenting Slide Films'} \)

11. Close-up Lens
    Remove this lens when shooting surrounding objects.
    \( \Rightarrow \text{Page 13 'Shooting Surrounding Objects'} \)
Names and Functions (continued)

Control Panel

1 [ZOOM] Adjustment Buttons
   Adjust in accordance with the object.
   [IN] : To shoot objects (materials) in an enlarged form.
   If this button is pressed continuously, the image will stop enlarging at the optical zoom tele end and thereafter digital zoom will be activated.
   (Optical zoom: 12x, Digital zoom: 4x)
   [OUT] : To shoot objects (materials) in a reduced form.

2 [BRIGHT] Adjustment Buttons
   For adjusting the brightness of the camera image.
   [AUTO] : When this button is pressed, the indicator lamp will blink and the brightness will be adjusted automatically. The indicator lamp will go off once the adjustment is completed.
   [++] : To increase the brightness of the camera image.
   [---] : To reduce the brightness of the camera image.

3 [FOCUS] Adjustment Buttons
   For adjusting the focus of the camera.
   [++] : To adjust the focus of the object (material) which is far away from the camera.
   [---] : To adjust the focus of the object (material) which is close to the camera.
   [AUTO] : When this button is pressed, the indicator lamp will blink and the focus will be adjusted automatically. The indicator lamp will go off once the adjustment is completed.
   Depending on the object (material), it may be difficult to adjust the focus.

4 [FREEZE] Button
   When this button is pressed, the camera image freezes and is displayed as a still image, and the indicator lamp lights up. When the button is pressed again while the indicator lamp is light up, the indicator lamp will go off, still image will be released and the moving image will be restored.

5 [SOURCE SELECT] Buttons for Selecting Output Image
   To select the image to be outputted from the [RGB OUTPUT] terminal and the [MONITOR OUTPUT] terminal located at the rear panel. The indicator lamp of the input source selected for outputting will light up. Depending on the types of monitor connected, it may take some times for the images to be displayed.
   [CAMERA] : To output the camera images.
   [EXT IN] : To output signals inputted to the [EXT INT] terminal located at the rear panel. External input signals will not be output through the [MONITOR OUTPUT] terminal.
   [SD CARD] : To output images from the SD card inserted in the slot.

6 [LIGHT] Button for Switching Lighting
   To switch between different lighting sources. The lighting source changes whenever the button is pressed.

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Page 21 'Viewing Image Data Stored in SD Card'

Page 4 'Auto Focus'

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SD CARD SYSTEM

① - ② are functional only if SD card is inserted into the SD Slot.

⑦ [IMAGE SELECT/ENTER] Button for Selecting Images
Displays the miniature images of the SD card in a view of 15.
☞ Page 21 'Viewing Image Data Stored in SD Card'

⑧ [SAVE] Button for Saving SD Card
While selecting images from the camera, if this button is pressed for more than 2 seconds, the indicator lamp will blink and the image currently displayed will be stored in the SD card.
☞ Page 20 'Storing Images in SD Card'

⑨ [PAGE] Buttons
To select and display images stored in the SD card.
① : To view the previous image.
② : To view the next image.

⑩ [DELETE] Button for Deleting SD Card
To delete selected images stored in the SD card. When the [SD CARD] has been selected by the [SOURCE SELECT] button ③, pressing this button for more than 2 seconds, the indicator lamp will blink and the selected image will be deleted.
☞ Page 20 'Deleting Images'

⑪ [PICTURE MEMORY] Buttons
To store the output image in the internal picture memory or to select and display the images stored in the picture memory.
[1] - [5] : Press the button for more than 2 seconds, the button indicator lamp ④ will blink and the image will be stored in the picture memory. Press this button to output the stored image.
[CAMERA] : To select the camera Image.
☞ Page 17 'Saving Images in the Picture Memory'

⑫ Button Indicator Lamps
Indicator lamps will blink when button ① - ④ has been operated and the various settings are in the process of being changed.

⑬ [WHITE BALANCE] Adjustment Buttons
To perform settings related to white balance.
[AUTO] : If this button is pressed, the indicator lamp will blink while the white balance is being re-adjusted.
[RED ⑤] : Increase the red component of the entire screen.
[RED ⑥] : Decrease the red component of the entire screen.
[BLUE ⑦] : Increase the blue component of the entire screen.
[BLUE ⑧] : Decrease the blue component of the entire screen.
☞ Page 18 'Adjusting White Balance'

⑭ [NEGA/POS] Button for Switching between Negative/Positive Film
Set to Nega when viewing negative films. Negative will be selected when the button is pressed. Press the button again, positive will be selected.
☞ Page 15 'Presenting Films and Other Transparent Materials'

⑮ [BW/COLOUR] Button for Switching between Black & White and Colour
To switch the output image between Black & White and Colour display. Black & White image will be selected when the button is pressed. Press the button again, Colour image will be selected.

⑯ [TEXT] Button
To make the character clearer and sharper. Text mode will be activated when the button is pressed. To deactivate, press the button again.

⑰ [MICROSCOPE] Button
Press this button when capturing images from a microscope. Once the button is pressed, the zoom and focus meant for microscope will be set.
☞ Page 18 'Capturing Images Through a Microscope'