

# Odeum

## AV Instructions



### Setting Up the Projector

1. Press the “SCREEN” button to lower the projector screen above the panel, and the “POWER” button to start the projector. The projector will need a short amount of time to start up.
2. Press the **LAPTOP TO DISPLAY** button. The system will automatically detect whether you have plugged your laptop in the “**PC IN**” port or the “**HDMI**” port, labeled in green above.
3. Control the audio volume with the **VOL UP** and **VOL DOWN** buttons. The room’s speakers will play sound from computer audio via the “**HDMI**” port or “**AUDIO IN**” (which should be used with the “**PC IN**” port.)
4. The “**MICROPHONE**” input should only be used for microphone audio, and uses the same **VOL UP** and **VOL DOWN** buttons to control volume.

### Turning Off the Projector

1. Press the “SCREEN” button to raise the projector screen.
2. Press the “POWER” button to turn off the projector when you are finished.

