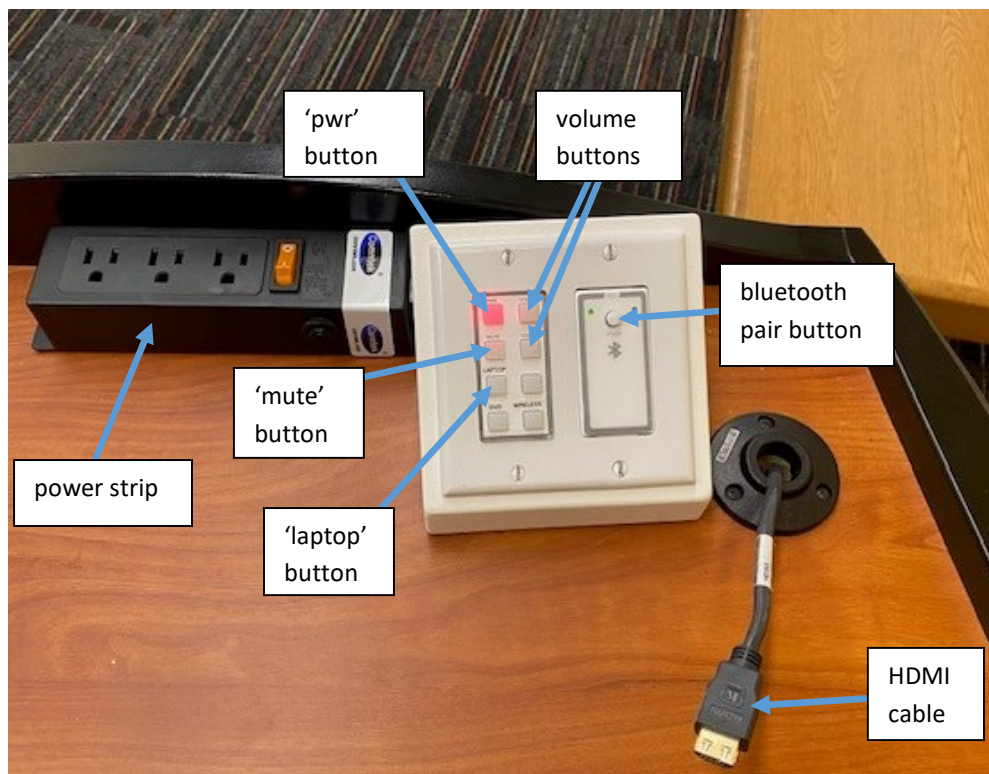


As shown below, located on the podium near the front of the room is a power strip, a white box with button controls, and a HDMI cable for your use. Below are instructions for different operations.



## Turn the projector on and off

- Press the power (**'pwr'**) button on the white box. Red indicates 'off' and blue indicates 'on'. The projector will take a minute or two to power on completely
- To turn the projector off: press the power button again, which should turn red to indicate projector is powered off

## Connect laptop or other devices using HDMI cable

- Using the HDMI cable to the right of the white box, plug into a laptop or another device. If your device does not have a HDMI port, you will need an adapter
- Press the **'laptop'** button (will light up blue when selected) on the white box to change projector screen input

- The connected device will play audio through the system speakers:
  - You can adjust the volume using your device or the volume buttons on the white box
  - Note: you can shut off the projector screen and the audio will still continue to play

### Connect device to Bluetooth (audio only)

- Press and hold the Bluetooth pair button on the white box until a blue light to the right of the button turns on, it should start to blink blue
- In your device settings under Bluetooth, select the name “**RDL\_BT\_FA**”. The light should be solid blue once it’s connected
- You can adjust the volume using your device or the volume buttons on the white box
- To turn Bluetooth off: press and hold the Bluetooth pair button until the blue light turns off
- Note: Bluetooth will not automatically re-pair, so you will have to connect your device each time

### Volume controls

- The volume can be adjusted using the ‘**volume Δ**’ and ‘**volume ∇**’ buttons on the white box or by using your device’s volume controls
- You can also mute audio by selecting the ‘**mute**’ button. Press the button again to unmute