

Document Camera Overview

Projection Screen



1. If the screen is powered, locate the switch in the room to lower the screen. If your screen is not powered, manually pull down the screen.



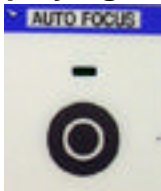
2. Press the **DISPLAY POWER** button on the **console**. Press and hold for about a second to turn on the system. Wait 30 seconds for the projector to warm up. The system is now ready to be used.
3. Press the **Document Camera** button on the console.

Turning on the Camera



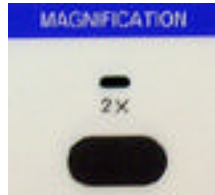
- Initially, the camera will be folded down. You will need to open up the arms and raise the camera.
- Power on the camera by pressing the grey button in the upper-right hand corner.

Displaying a Document

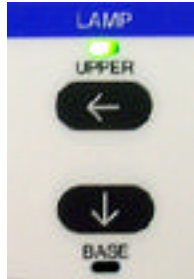


- Set the document in the center of the projector.
- Press the auto-focus button on the control panel. (This is the most effective way of focusing the camera)

Adjusting the Camera



- **2X Magnification**- This button will double the size of your document on screen.



- **Lamp** – There are two lighting options: the lightbars on the sides of the camera, or a light beneath the panel (used for transparency slides). You can switch between these by pressing the **Upper** or **Base** buttons.



- **Zoom** – The **Tele** – **Wide** buttons allow you to zoom in and out.

Shutting down the room

- Turn off the **Document Camera**.
- To turn off the system, press and hold the **DISPLAY POWER** button for 2 seconds to turn off the system. The light will flash to indicate that the system is powering down. **DO NOT** press any buttons on the **console** while the light is flashing.
- Fold down the camera and lightbar arms.
- Raise the projector screen.
- Turn off the lights.