

Independence Hall Screening Room (304)

Electronic Locks

If you wish to use the Screening Room, you must schedule a training session with LLRC Supervisor. After your training session, you will be given a personal access code, which will allow you to enter the room.

Lighting

Light switches are located next to the entrances and exits. Once turned on the General Purpose lighting schema from the room is activated. You may change the lighting schema by using the AMX controller.

AMX Controller

There are two AMX Controller (touch pads) one in the booth and one at the lectern. To activate the controller simply touch the screen anywhere. To turn the projector and the rack on, tap the power button on the screen. **TURN THE RACK ON BEFORE YOU TURN THE PROJECTOR ON.**

Booth Equipment

Multi Standard VCR

1. Insert the video into the VCR and it will automatically power up.
2. If you have a commercially produced video, the write-protect tab will be removed. When the tape is inserted, commercially produced tapes automatically start to play. Remember to press **STOP** after inserting your tape.
3. If you want to show a particular segment of the video, turn on the projector so you can view the image.
4. Select the **video** icon on the upper right side of the AMX controller then select **Booth Video**
5. The AMX controller has a small view screen where you will see the video play. If you want a larger image on the AMX screen, just tap the small video image and it will become full-screen. To get back to the video controls, tap the screen again.

NOTE: If you are switching between two videos (booth and lectern), the first video selected will always be displayed on the AMX Controller--for some reason it does not switch between sources as they are touted to the projector.

THE BOOTH VCR HAS AUTOMATIC TRACKING AND CANNOT BE ADJUSTED MANUALLY

Multi Standard DVD

1. Turn on the rack.
2. The on/off button is in the upper left corner of the DVD player. Turn on the DVD player (the led display should turn from yellow to green).
3. Insert DVD

Remember to leave the rack on until you get your DVD out of the DVD Player. If you shut the rack off, you will have to turn it on again (using the AMX controller) and then push the power button on the DVD player before you can get your DVD out of the player.

Laserdisc

The Laserdisc player is located in the booth on top of the equipment rack

1. Turn on the player using the button on the lower right of the player.
2. When ready, turn on the projector through the AMX Controller-- tap the CAM/AUX icon on the upper right of the touch screen
3. Select Booth Video to route the signal to the projector.
4. Use the large Laserdisc remote from the lectern to control the player

Slide Projector

The slide projectors located on the rack in the booth. To use, first slide the rack into approximate position in front of the projection window

If using a single tray of slides, put the carousel on the top slide projector. You do not need to re-cable anything for a single tray.

To use both trays simultaneously, (dissolving between the two), access the cabling directions from the AMX controller- Slide Projector Page.

There are separate AMX control pages for single or dual slide or dual slide projector operations. Make sure you are on the correct page.

16mm Slide Projector

This piece of equipment is available but requires special training.

Lectern Equipment

Computers

Dell

The Dell is equipped with a CD-ROM, 100MB zip drive, and a 3.5" floppy drive.

Mac

The Mac has a DVD/CD-ROM drive and a 100MB zip drive

Although the flat screen is shared between the Mac and the Dell, there is a separate mouse and keyboard for the Dell and the Mac.

VCR

The VCR will automatically turn on when you put in a tape. You can use the video icon on the AMX controller to control the video.

If you are switching between two videos (booth and lectern), the first video selected will always be displayed on the AMX Controller--for some reason it does not switch between sources as they are routed to the projector.

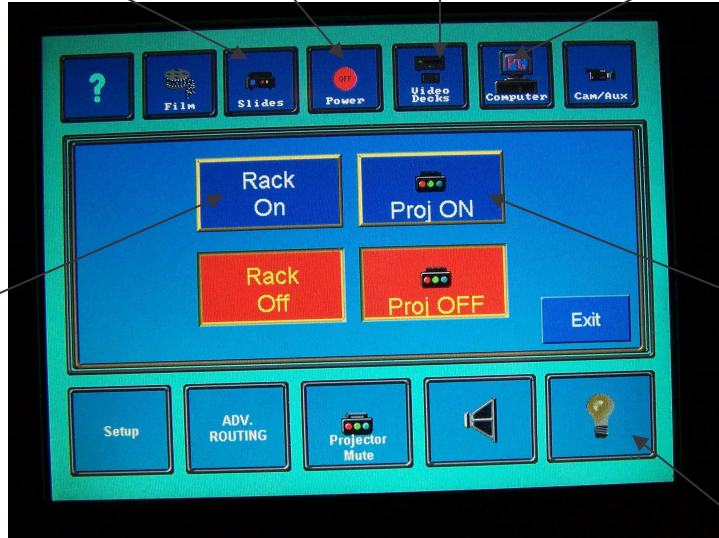
Document Camera

1. Rotate camera arm up by depressing **UNLOCK** button on top of camera.
2. Rotate head out slightly so it is perpendicular to surface
3. Swing arms up so they are just slightly out of perpendicular to the surface.
4. Turn Lamp on. The switch is located on upper left side of camera base.
5. Select either upper or base for lighting (upper is for opaque objects, base is for transparencies).
6. Focus using the **Focus** up/down or **Auto** on right side of camera base
7. Adjust the light through the camera lens using the **Iris** adjustment (located behind the small door on the right side of the camera head).

To put it away...

1. Turn it off
2. Swing the arms down (right under left)
3. Press **UNLOCK BUTTON** and tuck camera head under so it is flush with the arms.
4. Slide document camera back into lectern (it will stick, just may sure no part is jamming and apply subtle pressure).

Slides Menu
Power Menu (screen showing)
VRC/DVD Menu
Computer menu (also for document camera)



ALWAYS TURN THE RACK ON FIRST!!!

Press to turn the projector on, ONLY AFTER TURNING ON THE RACK

Press here to access the light controls