

# UC Meeting Room Startup

## To Start System & Power On Projector

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- 👉 Press the “PROJ ON/OFF” button to startup the system



The projector will turn on automatically.  
Press “PODIUM PC” to use the built-in computer.

## To Connect a Laptop to the Projector

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- Select Source:  
Press the “Laptop” button.



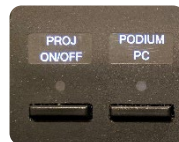
- Connect laptop using the HDMI cable



## To Shut Down

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- 👉 Press “PROJ ON/OFF” at top Left.



- If you are having issues, please read the Trouble Shooting Tips

# Trouble Shooting Tips

## No Video on Screen

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- Check projector is powered on. Green light ON near lens.
- Check the selected source on the panel. Example: “Laptop”.
- Check HDMI cable connection at laptop.
- Check display settings on computer in use. Right click on desktop and select Display Settings. Look under Multiple Displays. Choose “duplicate these displays”.

## No Computer Audio

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- Check laptop audio setting at bottom right of desktop display. Adjust slider volume level and un-mute. Also check the source is selected to “Crestron”.
- If playing a You Tube video, check audio adjustment at bottom left of video. Un-mute and adjust slider.

## No Microphone Audio

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- Press “PODIUM MIC” button. The light will flash for 10 seconds, during which volume may be adjusted using the VOLUME knob. (Keep turning to adjust)
- “MIC MUTE” button should not be on.



**Need Help?**

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Call Conference and Event Services  
901-678-2041