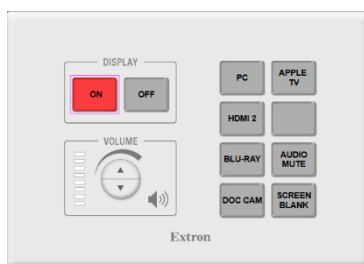


**E124** is equipped with a computer, projector, document camera and A/V control system with sound. The room is also equipped with a Web camera with microphone for virtual meetings. The projection surface is also an interactive whiteboard and can be written on using a dry erase marker.

- The **computer** is located on the wall mounted adjustable instructor station.
- If the computer screen is blank, move the mouse to wake it up. If it does not respond, press the power button located on the front of the computer.
- Log in by typing your network name and password.
- **REMEMBER TO LOG OUT WHEN YOU ARE FINISHED.**

The controls for the **projector power, volume** and **input source** are located on the wall to the right of the wall mounted instructor station.

If you wish to connect other devices to the projector, use the HDMI cable at the station and press the **HDMI 2** button on the controller. Adapters for most model laptops are attached to the HDMI cable.



Additional **USB ports** can be located on the left side of the computer screen.

The wall mounted instructor station can be positioned to your desired height and position.



**Detailed instruction for use of the Web camera and microphone can be found on separate instructions at the instructor station.**

Instructions on how to use the Interactive whiteboard features are on the reverse side of this instruction sheet.

If you require any software or hardware that is not installed in this classroom, please contact your office manager.

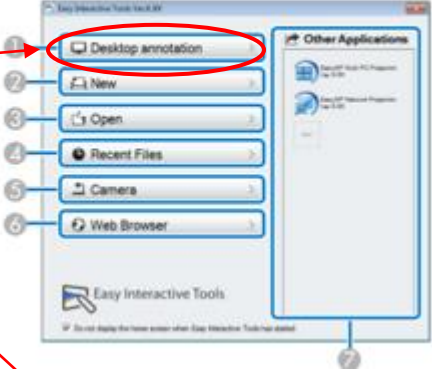
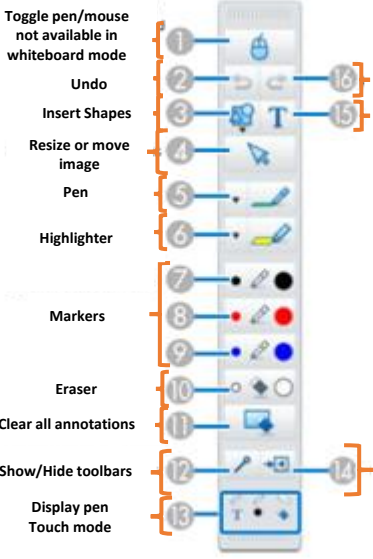

For immediate technical assistance, please call the **I.T. Service desk at X3333** from a campus phone or the **red help phone** in your classroom or by calling **301.846.2509**.

For any non-urgent issues, please submit a ticket using the desktop icon or (<https://servicedesk.frederick.edu>) using your FCC username and password.



Start Easy interactive tools by clicking the icon on your desktop. You can also double tap on the icon at the board using the interactive pen.

The Interactive pen will function as a mouse as well as a pen for annotations.

<p>Click the Desktop annotation tab.</p> <p>The interactive toolbar, pictured below, will appear on the right side of your screen.</p>	<h3>Home Screen Functions</h3> <p>You can perform the following functions on the Home screen.</p> 
<p>This toolbar allows you to select the type of pen or highlighter as well as color and line size. A description of some of the other functions is listed as well.</p>	 <ul style="list-style-type: none"> <li>1 Toggle pen/mouse not available in whiteboard mode</li> <li>2 Undo</li> <li>3 Insert Shapes</li> <li>4 Resize or move image</li> <li>5 Pen</li> <li>6 Highlighter</li> <li>7 Markers</li> <li>8</li> <li>9</li> <li>10 Eraser</li> <li>11 Clear all annotations</li> <li>12 Show/Hide toolbars</li> <li>13 Display pen Touch mode</li> <li>14 Hide the Toolbar</li> <li>15 Insert Text</li> <li>16 Redo</li> </ul>
	
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; background-color: #4a86e8; color: white; padding: 5px; text-align: center;">             For other tools to highlight, enlarge, or hide text         </div> <div style="border: 1px solid black; background-color: #4a86e8; color: white; padding: 5px; text-align: center;">             To switch to Desktop annotation mode         </div> <div style="border: 1px solid black; background-color: #4a86e8; color: white; padding: 5px; text-align: center;">             To switch to Whiteboard mode         </div> </div>	