L161 is equipped with a computer, projector, document camera,
Blu-Ray player, Apple TV and an Audio/Visual system with sound.
The controls for the motorized projection screen are located to the right of the Audio/Visual touchscreen.
The room is also equipped with microphones and ceiling mounted Web cameras for virtual meetings.

- The **instructor computer** is located on the adjustable arm **behind** the monitor.
- 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 touch panel controls for the **projector power**, **volume** and **input source** are located on the wall to the left of the instructor console.

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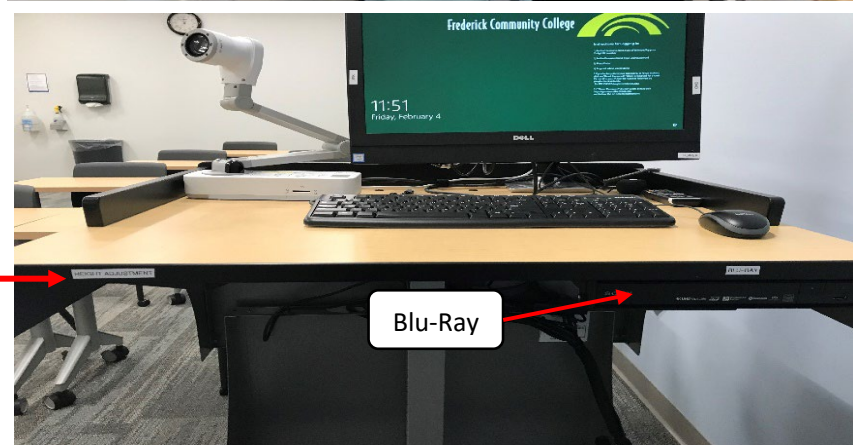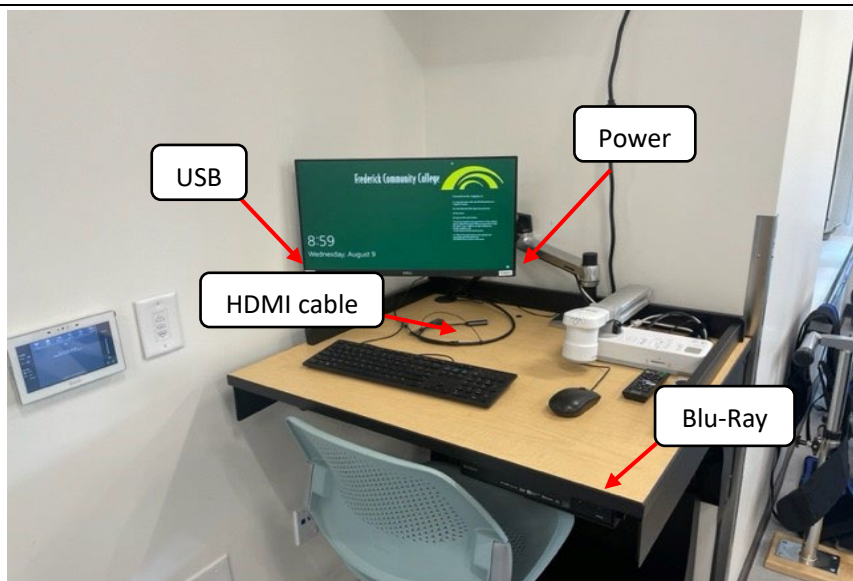

Additional **USB ports** can be located on front of the computer and the left side of the computer screen.

The **Blu-Ray** player is located on the underside of the console top opposite height adjustment handle.

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

Detailed instructions on how to use the document camera or the ceiling mounted web cameras and microphones for Zoom or other remote presentations can be found on a separate instruction sheet.

The height adjustment handle can be located on the underside of the console surface top.

To adjust the height of the console, grasp the adjustment handle and squeeze towards you to release the mechanism. You can then raise or lower the console to desired height.

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 X2509** from your classroom or hallway phone 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.

Updated August 2023

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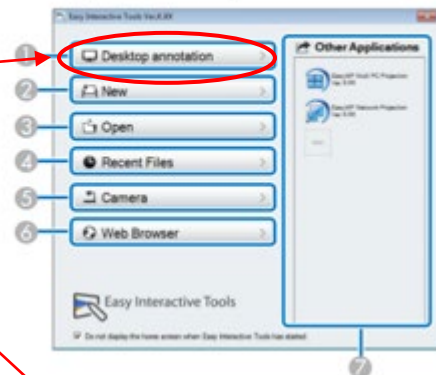
The Interactive pen will function as a mouse as well as a pen for annotations.

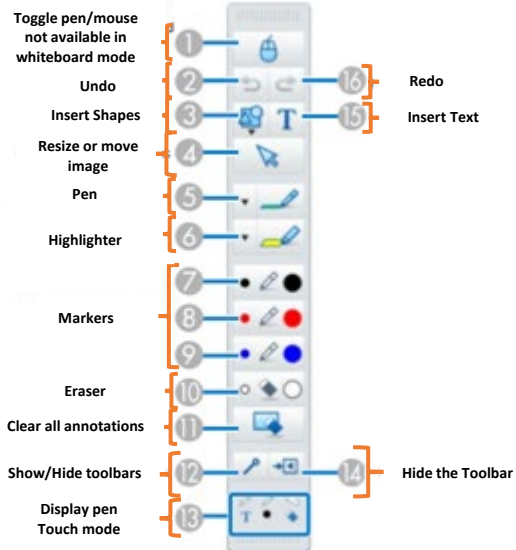|	
Click the Desktop annotation tab. The interactive toolbar, pictured below, will appear on the right side of your screen.	**Home Screen Functions** You can perform the following functions on the Home screen.
This toolbar allows you to select the type of pen or highlighter as well as color and line size. A description of some of the other functions is listed as well.	 Toggle pen/mouse not available in whiteboard mode Undo — Redo Insert Shapes — Insert Text Resize or move image Pen Highlighter Markers Eraser Clear all annotations Show/Hide toolbars — Hide the Toolbar Display pen Touch mode

For other tools to highlight, enlarge, or hide text	To switch to Desktop annotation mode	To switch to Whiteboard mode