Quick User Guide on how to use Podium Equipment

The first option is to use the room PC set up as shown below:
Ensure the Video Switcher is set for Input 2 as pictured below:
Also ensure that the control box is set for the room PC by pressing the “wall plate” button.
Once connected, you will need to use the Keyboard with built-in trackpad to control the room PC
The second option is to connect your own laptop to the room PC projector.

You will need hook your laptop via the VGA adapter shown below:
The video switcher will need to be set to Input 1 as shown below:

**Please note, you may need to restart the your laptop to allow the room projector to properly adjust the display resolution**