

Down Under

This room is designed to function in two ways: as a meeting room and as a performance area. If you intend to use the room as a performance area, more than likely you will need to use the advanced equipment and will therefore require training from a SUB staff member.

Meeting Room Functions

You need to use the black button control panel to select your audio and video sources, deploy the screen and turn on the data projector. If you are using a Macintosh notebook computer you should check out a video adapter from the Reservations desk.

1. Connect your video and/or audio source to the wall plate in the northwestern corner of the stage using the supplied cables. Contact the SUB reservations desk for additional cables.

2. Approach the button panel located behind the concrete pillar, just above the wallplates in the northwestern corner of the stage.

3. To Deploy the Screen & Power on the Projector

You need not turn on the projector or deploy the screen if you are only using the sound system.

Press the screen button to deploy the screen and turn on the data projector. It will flash red while the screen is being deployed. It will take about 90 seconds for the projector to warm up.

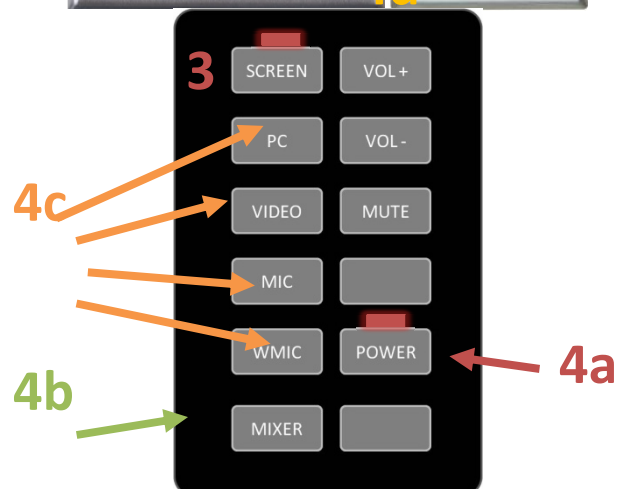
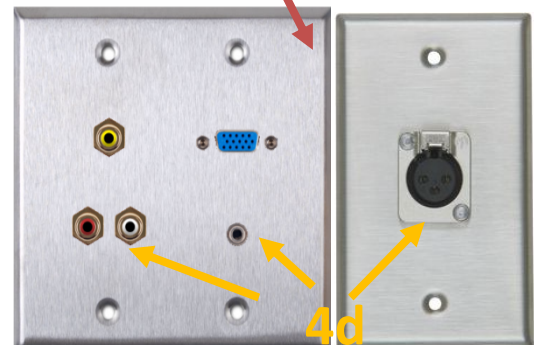
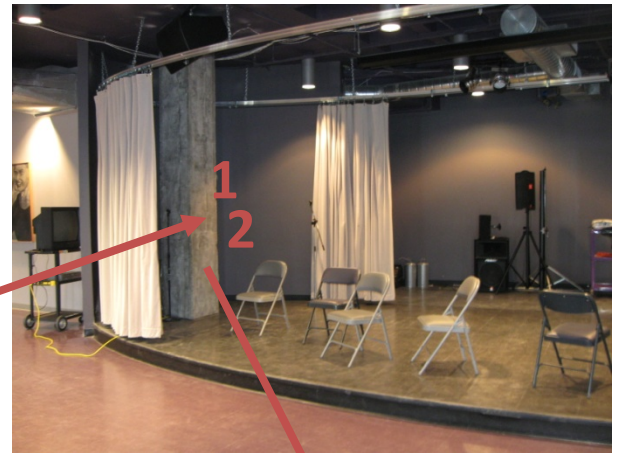
4. To Select Your Audio Sources.

4a). Press the power button so that it is light. *This turns on the sound system.*

4b). Make sure that the Mixer button is not light. *When the Mixer button is light all the sound is controlled by the mixing board in the sound booth.*

4c). Select your audio source(s) by pressing the buttons for each source. *Note that you cannot use the audio or video from the PC and Video inputs simultaneously. You may however use the audio and video from PC or Video and a Microphone simultaneously. You can use the PC or Video input to connect an IPOD or other MP3 player.*

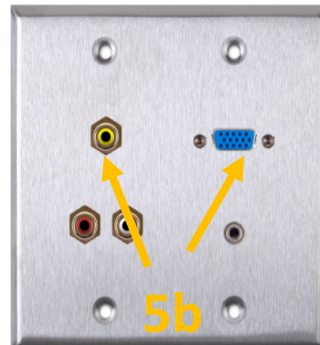
4d). Connect audio cables to the wall plate.



To Adjust the Audio Volume Level

Press the audio source button for the source you wish to adjust. Next, press the **VOL+** button to increase the volume and the **VOL-** button to decrease the volume.

Press the audio source and then the **MUTE** button to mute a source.

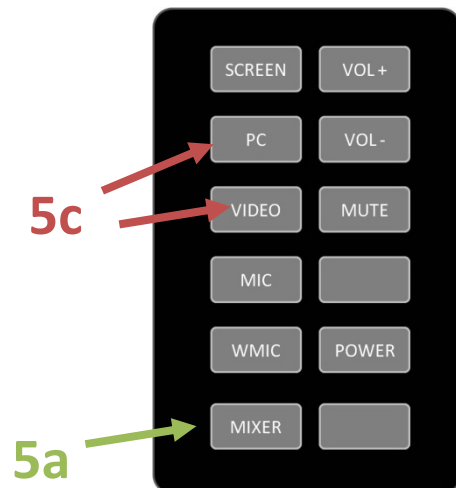


5. To Select Your Video Source

5a). Make sure the Mixer button is not lit.

5b). Connect your video cable

5c.) Press either the PC or the Video button depending on your source. *When the Mixer button is light the PC and Video inputs on stage are overridden by those in the sound booth.*



6. To Enable You Laptop to Display on the Projector

When using a laptop, a combination of function keys will enable/disable the external display. Usually, the combination of the 'Fn' key along with one of the 12 function keys gets the external display to come on or off. For example, Dell laptops use **Fn + F8** key combinations to toggle through external display selections. Hold down **Fn** and then press and release **F8** twice to display on the notebook screen and the data projector. Look for a function key (F preceded by a number) with blue text LCD or CRT/LCD.

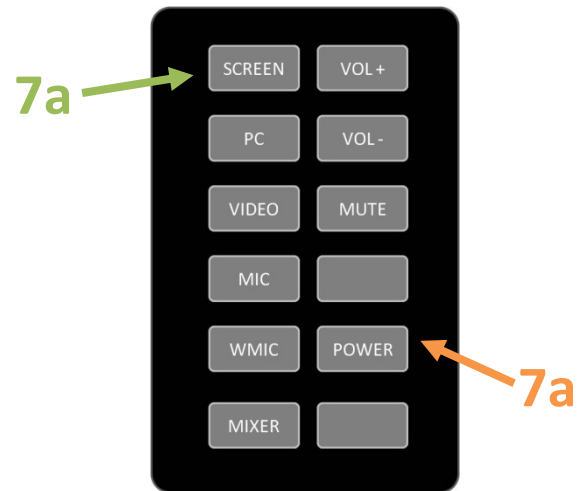


7. To Store the Screen & Power Off the Projector

Once finished:

7a). Press the screen button to store the screen and turn off the projector

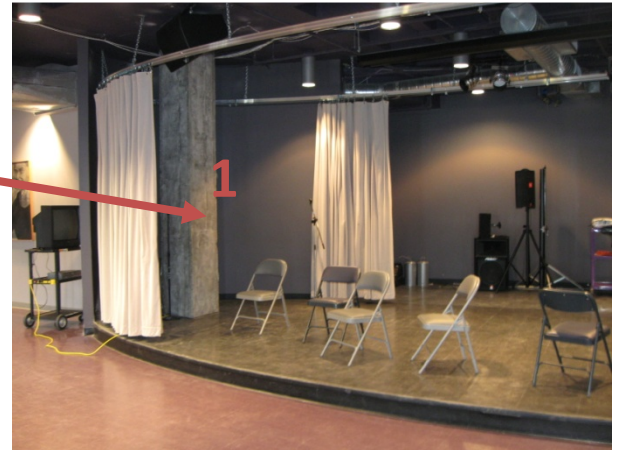
7b). Press the power button to turn off the sound system.



Performance Functions

You need to use the black button control panel to select the mixer as your audio source and select your video sources, deploy the screen and turn on the data projector. If you are using a Macintosh notebook computer you should check out a video adapter from the Reservations desk.

1. Approach the button panel located behind the concrete pillar, just above the wallplates in the northwestern corner of the stage.



2. Turn on the Sound System

Press power button. It will be light when turned on.

3. Select the Mixer to Control All Sound in Booth

Press the mixer button. It will be light when turned on. This will allow the room to be controlled by the sound booth located in the back of the room.



3. To Deploy the Screen & Power on the Projector

You need not turn on the projector or deploy the screen if you are only using the sound system.

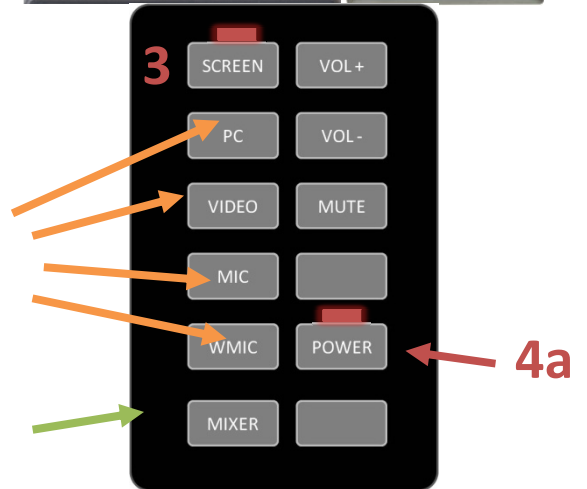
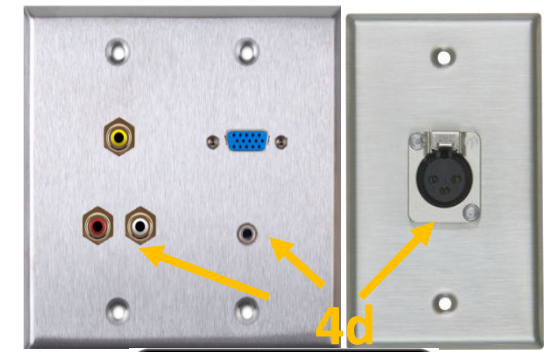
Press the screen button to deploy the screen and turn on the data projector. It will flash red while the screen is being deployed. It will take about 90 seconds for the projector to warm up.

To Adjust the Audio Volume Level

Press the audio source button for the source you

wish to adjust. Next, press the **VOL+** button to increase the volume and the **VOL-** button to decrease the volume.

Press the audio source and then the **MUTE** button to mute a source.



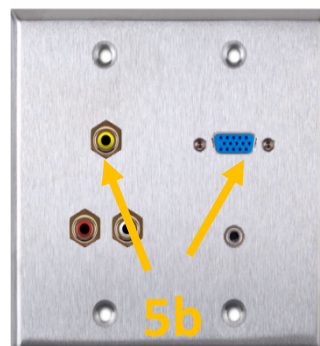
5. To Select Your Video Source

5a). Make sure the Mixer button is not light.

5b). Connect your video cable

5c.) Press either the PC or the Video button

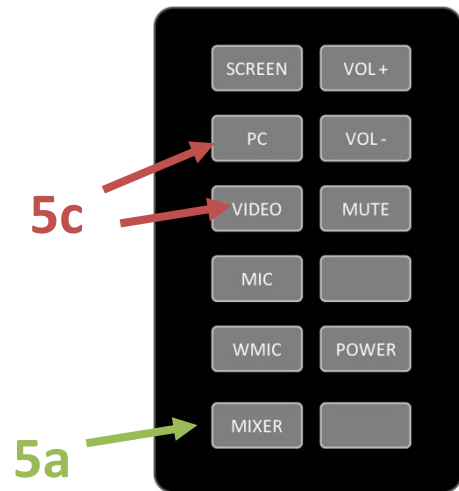
depending on your source. *When the Mixer button is light the PC and Video inputs on stage are overridden by those in the sound booth.*



6. To Enable You Laptop to Display on the Projector

When using a laptop, a combination of function keys

will enable/disable the external display. Usually, the combination of the 'Fn' key along with one of the 12 function keys gets the external display to come on or off. For example, Dell laptops use **Fn + F8** key combinations to toggle through external display selections. Hold down **Fn** and then press and release **F8** twice to display on the notebook screen and the data projector. Look for a function key (F preceded by a number) with blue text LCD or CRT/LCD.



7. To Store the Screen & Power Off the Projector

Once finished:

7a). Press the screen button to store the screen and turn off the projector

7b). Press the power button to turn off the sound system.

