

How To – Use the Church Projector

Turning the projector on & selecting the input

1. Turn on the power to the projector



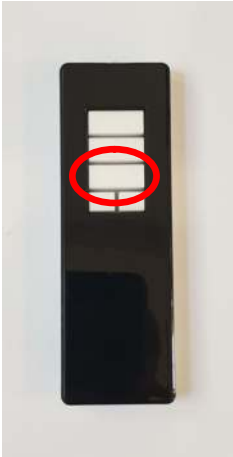
2. Switch both sockets on



3. The remote controls for the screen and projector are kept under the window



4. Using the black screen remote, point the remote at the screen & press the down arrow button
5. Using the white projector remote, point the remote at the projector & press the green button



6. If using the Stage HDMI, switch the power on next to the stage HDMI socket



7. Back at the AV desk, use the HDMI switch to select the computer or laptop to be displayed on screen



8. Using the HDMI switch remote, point the remote at the HDMI switch and press a button:

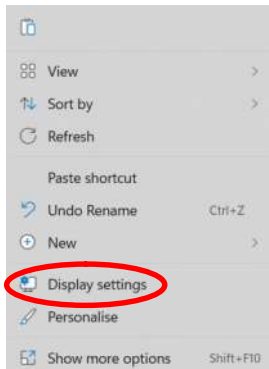
- ①. The Old Desktop computer
- ②. The Stage HDMI Input
- ③. The New Desktop Computer

The projector screen & computer screen may turn blank temporarily, don't worry!

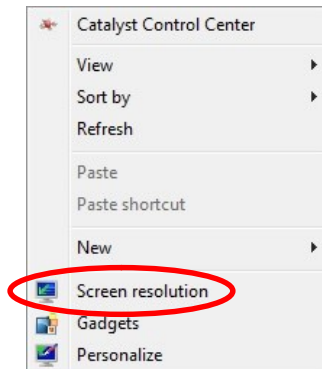


Displaying the input on the projector screen

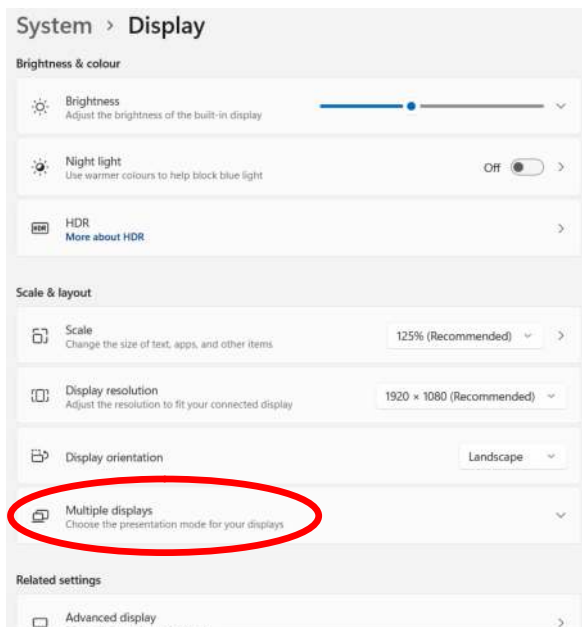
1. If the input is not displayed on the projector, it may be the computer or laptop is not aware there is another screen available, so you may need to tell it
2. From the Desktop of the required computer or laptop, Right Click anywhere on a blank part of screen
3. A Message Box will appear, click 'Display settings' (or 'Personalize')



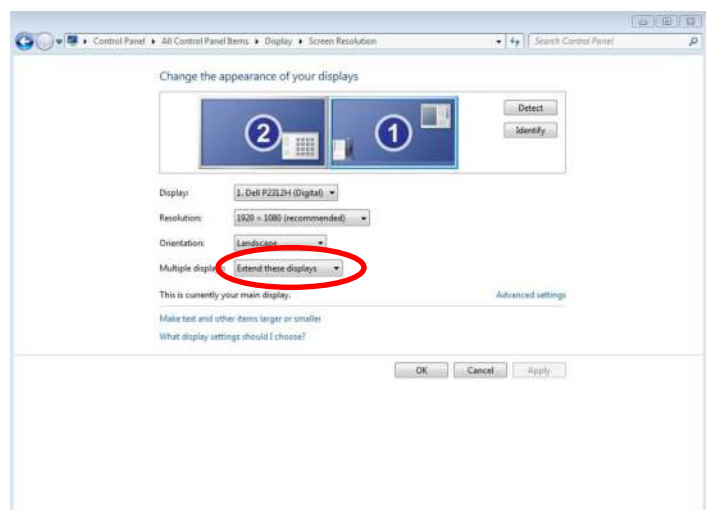
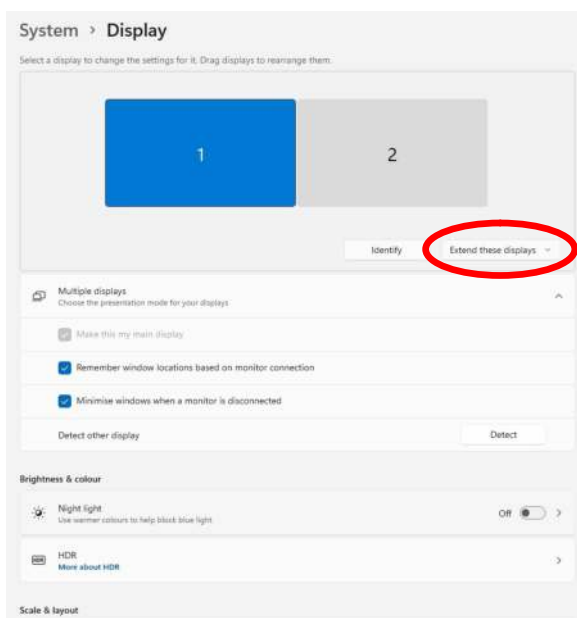
OR



4. Click on 'Multiple displays'



5. Choose how the displays operate



Setting up the sound

1. Switch the Sound Desk, under the AV desk

Right Switch on FIRST

Left Switch on SECOND



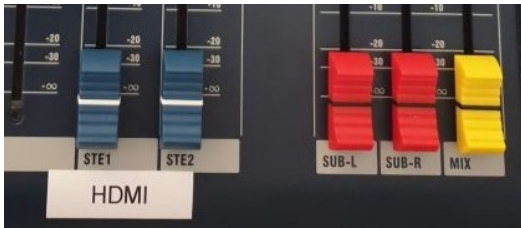
2. Slide the Blue LH HDMI Slider up to around -5
3. Slide the Yellow Main Slider up to around -5
4. PLEASE DO NOT MOVE ANY OTHER SWITCHES OR SLIDERS AS THEY HAVE BEEN SETUP PROPERLY



Shutting Down

Sound Deck

1. Bring the Blue & Yellow sliders down to the bottom



2. Switch off the Sound Deck, under the AV desk in reverse to avoid damaging the speakers

Left Switch off FIRST

Right Switch off SECOND



Projector & Screen

3. Using the white projector remote, point the remote at the projector & press the red 'off' button
On the projector screen, it will ask you to confirm by pressing the red 'off' button again & wait.
4. Using the black screen remote, point the remote at the screen & press the up arrow button



5. Wait 5 minutes for the projector to cool down then - Turn the power sockets off

