Using the Classroom Technology – The Basics

Step 1: Wall-Mounted Interactive Monitor
- At the wall mounted controls select **ON**
- Select the appropriate input (PC or Laptop)

Step 2: Computer (PC)/Lectern
- Log in to the computer with your username (first initial and first 6 letters of your last name) and your Tri-C password
- Raise or lower the lectern as needed (Figure 1)

Wall-Mounted Interactive Monitor Options:

Monitor Height - Raise or lower the monitor as needed (Figure 3) using the controls on the front of the monitor.

Touch Screen – The monitor starts in touch screen mode. Anything you do with a mouse you can do with your finger or one of the pens:
- To Click on something - tap the screen once
- To Double Click - tap the screen twice
- To right Click - Press down on target, hold until ring turns blue, release finger
- Slide your pen to move/scroll an item up or down.

Darken the wall-mounted Interactive Monitor
Select the “Mute” to make the screen blank while still working at the computer.

Annotation Function
- To write on the screen select “Overlay mode Pen Software”
- To revert to touch screen mode - Use the minimize icon at the bottom right

Digital White Board Option
- Select “Pen Software”

Laptop Computer
1. Plug a personal computer in with the existing HDMI and USB wires (an adapter might be required)
2. Select “Laptop” on the wall-mounted control panel

Document Camera
1. Select “Document Camera”

Final Step: When Done
- Restart the computer
  1. Select the Windows icon (bottom left)
  2. Select the Profile icon
  3. “Sign Out”
- Turn off monitor
  o Select “Off” on the wall mounted control panel

Need help in the classroom? Call ext. 4257 or 216-987-4257

For training, contact your campus’s Center for Learning Excellence (CLE)