

# Instructions to Connect Laptops in Smart Classrooms

All Smart Classrooms that have less than 100 student seating capacity have:

Audiovisual console with laptop VGA and audio cable

Digital Projector – ceiling mounted

Screen

DVD player

Speakers – wall or ceiling

Classrooms over 100 seating capacity have a Teaching Station podium installed.

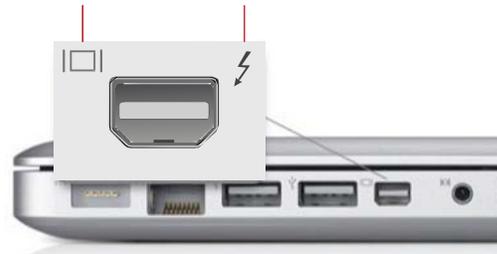
## How it Works:

1. Bring your laptop

If you use a Mac, bring a VGA adapter. If your PC laptop uses any port other than VGA – bring an adapter.



Mini DisplayPort to VGA adapter



Apple Laptop with Mini DisplayPort

2. Connect the console video (VGA) and audio cables to your laptop ports.



Console VGA and audio cable



Laptop VGA video port



Laptop audio port

3. Select “Display On” to turn on the projector.
4. After the projector has warmed up, Select PC as the source.



### Console Control Panel

**Display On** to turn on the projector – blinks during warm-up

**PC** selects the laptop as the video source



**Volume** adjusts the volume of the room speakers

**Display Off** turns off the projector

**Some rooms have different control panels but the Projector power and source select buttons are clearly labelled.**

5. Turn on your Laptop and confirm the laptop image is on the projection screen. Familiarize yourself with setting your laptop for dual “mirror” screen. It should do this automatically when you plug in the laptop video cable, but in case it doesn’t, know how to set it manually.

## How to Manually Set Dual “mirror” Screen (Windows):

Usually the laptop will detect the projector and automatically send the image out to the projector. In case it doesn't - check how to manually set to “duplicate display” (win 7), “mirror display” (Mac), “clone” (XP) or dual display.



In most PC laptops this is done by pressing FN key (bottom left) in combination with F4, F7 or F8. Look for these symbols:



With Windows 7 you can press the **windows key +p**:



Or right-click on the desktop and select “screen resolution”, and set for duplicate display (Windows 7)

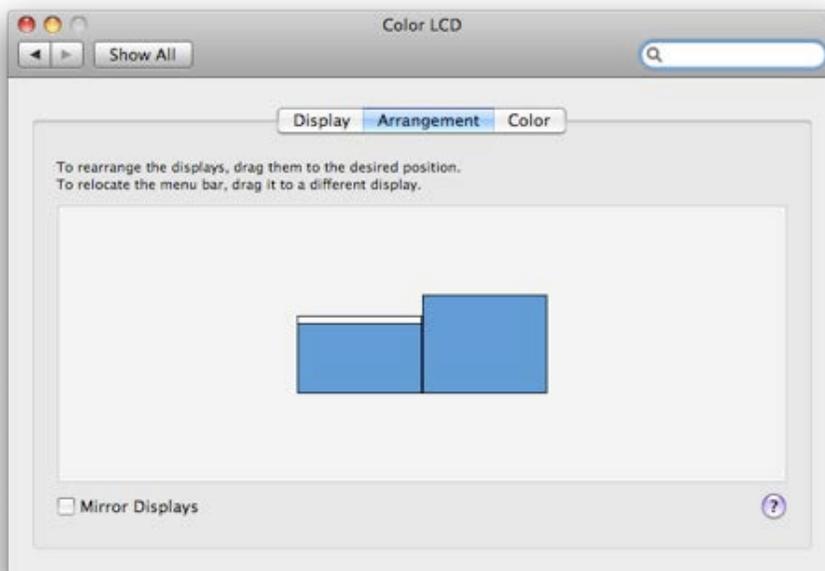
### If Mirror Display Fails:

Try setting your laptop screen resolution to **1024 x 768** to match the projector resolution.

## How to Manually Set Dual “mirror” Screen (Mac):

If you're connected to a projector, you can mirror your laptop display to the projector via Display Preference Panes:

1. Open the **"Apple"** menu, located in the upper-left corner of your laptop's display
2. Click on the option labeled **"System Preferences."**
3. Locate the icon labeled **"Displays,"** under the **"Hardware"** heading. Click on the button labeled **"Arrangement."**
4. Check the **Mirror Displays** checkbox.



If you have not reassigned your function keys to a different purpose, you may also activate monitor mirroring by pressing the MacBook's F7 key.

## Dim Image:

Some Mac laptops don't recognize the projector 'profile' and send a dim image to the projector. By making a new display profile you may be able to brighten your output:

Go to display settings, open the color tab, and 'calibrate' to make a new profile

## If No Image on Screen:

Unplug and re-plug in all cables.

Loose cables are the source of many problems.

- Wait a moment. It may be that the projector and laptop are taking a moment to communicate with each other
- Make sure the VGA cable plug is plugged all the way in
- Make sure the console has the correct input button selected - "PC"
- Wait for the projector to warm up - when the power light on the black panel is blinking the projector is warming up
- Your laptop may have failed to detect the projector. Manually check/set your display to dual/clone screen.

For assistance setting up your laptop call:

Edward Misterowicz - 416 409 7965

Mark Austin – 416 569 4521

To report problems found in the classrooms contact Edward Misterowicz:

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