

MLC 226 IP Quick Start Guide

Option A – using the built-in computer unit



1. Press the **ON** button



2. Press the **CABINET PC** button

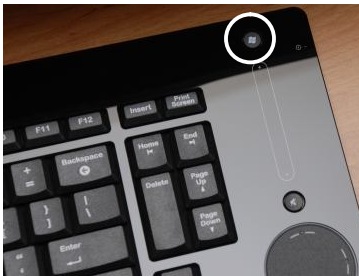


3. There are three options for importing data:
 - a. Optical disk (CD or DVD)
 - b. Floppy disk
 - c. USB drive



Insert the desired storage format

4. For inputting devices, the Cabinet PC comes with a Logitech diNovo Edge. The Edge is a wireless keyboard and mouse in one unit. It uses a Bluetooth dongle that is connected to an USB port at the back of the Cabinet PC. Remove the keyboard from the charging unit to begin using it. If it's not on, press the Power button on the upper right hand side of the Edge. If it doesn't seem to be responding, please see the accompanying **FAQ**.



5. Windows login information – Same as on Fremont Campus. Room number and password. Please contact IT if you need help with the password.
6. Using the provided wireless keyboard and mouse, double click on **My Computer** on the Windows desktop
7. Select the appropriate storage device according to the format inserted
8. Navigate to the file(s) you would like to use

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Option B – using a separate laptop (PC or Apple)



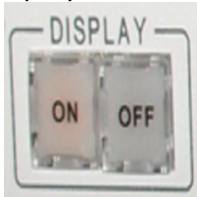
NOTE – a standard 15-pin VGA cable is required. Additionally, a DVI to VGA converter is needed if the laptop only has a DVI port

1. Connect the VGA cable between the laptop and the LAPTOP 1 port on the MLC unit



2. Power up the laptop

3. Press the **ON** button (not necessarily to wait until laptop has booted)



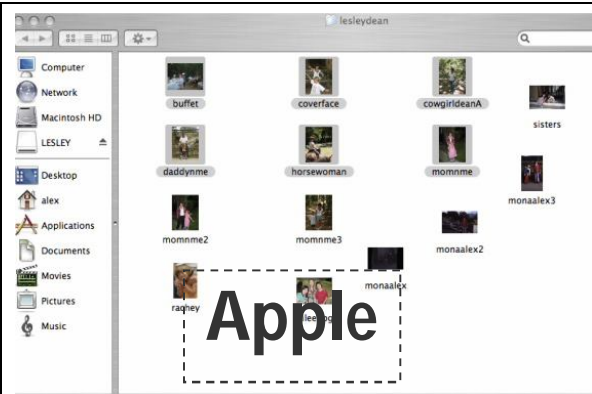
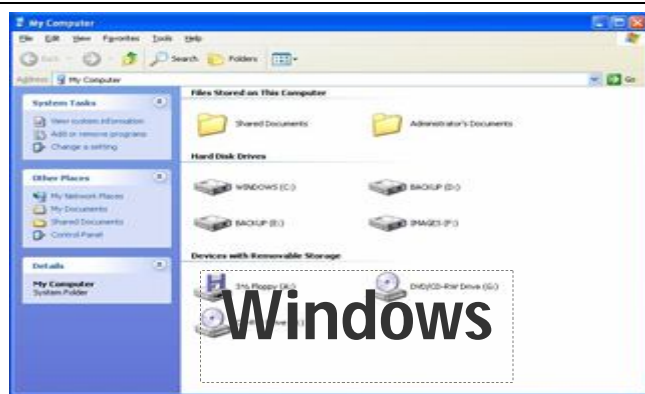
4. Press the **LAPTOP 1** button



5. If the teaching materials are already on the laptop's hard-drive, go to the next step. If the teaching materials are on a CD, DVD, or USB thumb-drive, insert or connect it to the laptop now.

6. From the Windows desktop of the laptop, double click on **My Computer** OR
From the Apple desktop of the laptop, click on the **Finder**

7. Select the hard-drive or appropriate storage device according to the format inserted



8. Navigate to the file(s) you would like to use

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Frequently Asked Questions



1. Who do I contact for a key to the Smart Panel Cabinet?

Please see your Dean about ordering a key from Keith Clark, our locksmith.

2. Is it possible to roll up the screen but keep the projector running?

No. Starting the Cabinet PC will automatically roll down the screen. The opposite is also true. If you press the Off button, the screen will roll back up and the projector will turn off. The only exception is if your Cabinet PC has a **PC Mute** button on the front panel. Press this to roll up the screen while keeping the projector running. Few classrooms have this function.

3. The Cabinet PC doesn't seem to be active.

The computer inside might be off, press the red power button on the left hand side of the black unit to power it on. Rooms with LCD televisions instead of a projection screen should also check to see if the TVs are powered on. The power button is underneath the bottom edge along the lower left corner.

4. Troubleshooting problems with the wireless keyboard.

- Make sure the keyboard is turned on. Its surface has many LED indicators, which will light up if the keyboard is turned on and its batteries are still good. The power button is on the top right corner of the keyboard.
- If the LED indicators still won't turn on after you press the power button, the internal batteries need to be recharged. Place the keyboard in the charger unit for a few minutes. Five minutes of charging will last for a full day's use.
- If the LED indicators light up but your commands aren't going through, check the Bluetooth USB connector at the back of the Cabinet PC. It might need to be turned on, too. There's a power button on the underside of the dongle.

5. How to use the wireless microphone.

- Inside every Smart Panel Cabinet, there is a zipped pouch, which contains a wireless mic. It needs to be turned on each time. Once turned on, there's a light that will tell you the batteries are still good.
- Before using it, check the channel and mode of the mic. The mode should be set to 1. The channel should be set to the same number as the label found on the bottom of the mic set. **Talking on the wrong channel will send the audio to another room.**
- If necessary, press the **Set** button to switch to the correct channel.
- Please remember to turn off the mic and return it back into the pouch once finished.

6. Note for rooms with multiple Smart Panels.

In rooms with fake wall dividers, there will be more than one Smart Panel. If the dividers have been opened up so that the rooms act as one big room, the first Smart Panel activated will act as the Master Unit. It will control all the projectors and screens. If the rooms are partitioned, the Smart Panels will act as normal individual units.

7. The required cable is a VGA cable, HD15 prong, male-to-male, with an attached 1/8 mini-plug audio cable