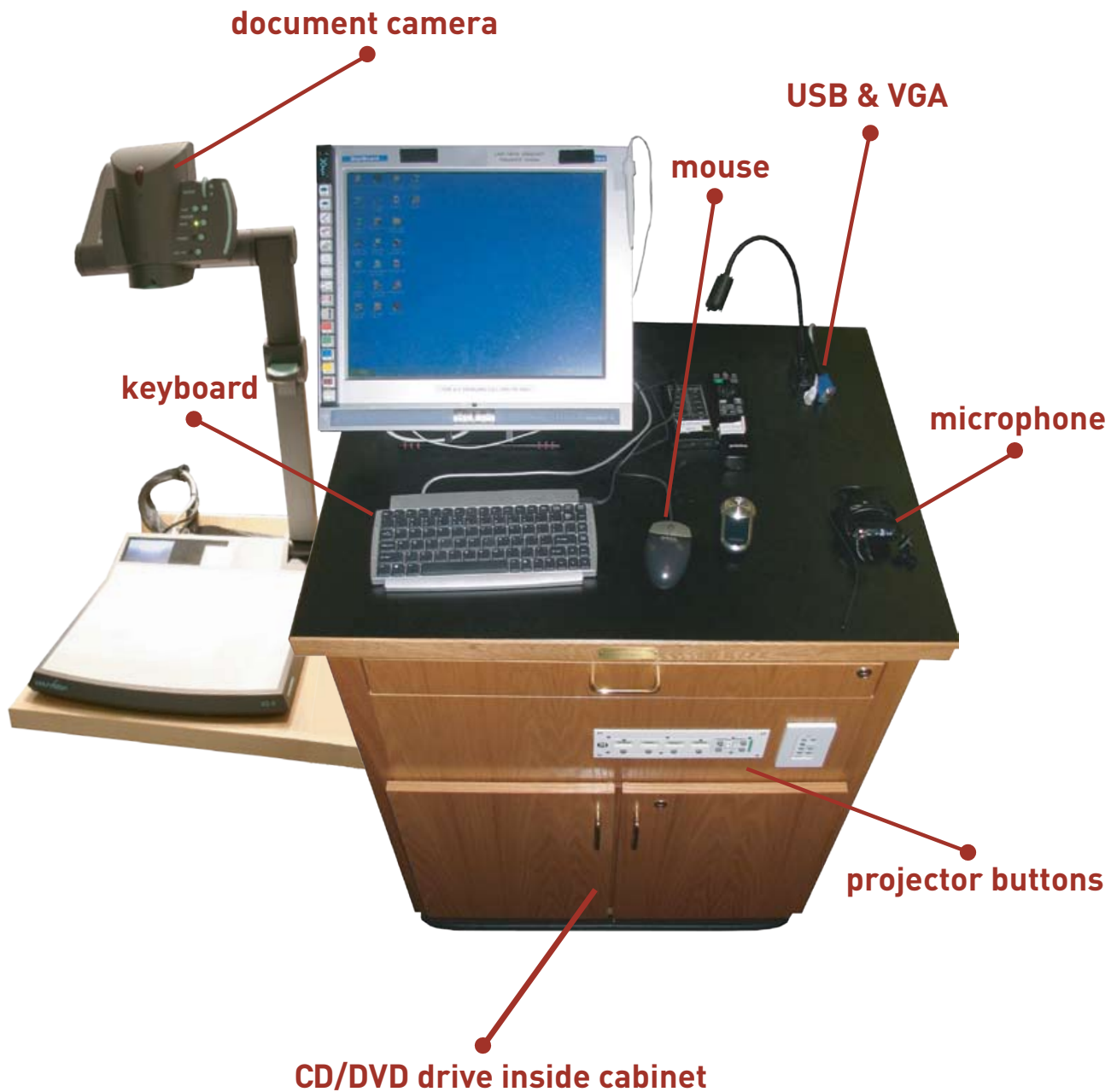


## Podium Instructions: *M114 Podium*



## 2. Select the Desired Input

(Projector Screen automatically comes down when selecting input)



## 1. Turn on the Lights



## 3. Connecting to the Computer

### a. To Project Laptop; Connect using VGA Cable



This is a **VGA Cable**; Plug into your laptop for Projection Screen viewing.

Once connected press Function F8 / F10 to view laptop on projection  
(The command varies from Cpu).

(Add your specific DVI / VGA  
"Dongle" if using a Mac)



### 3. (Continued)

#### b. To Transfer Files; Connect using USB or CD/DVD



Our computers have  
USB compatibility.



Podium has a CD/DVD rom drive.  
You may transfer files from CD/DVD  
onto the desktop.  
(Running Information directly from  
the CD/DVD slows performance)

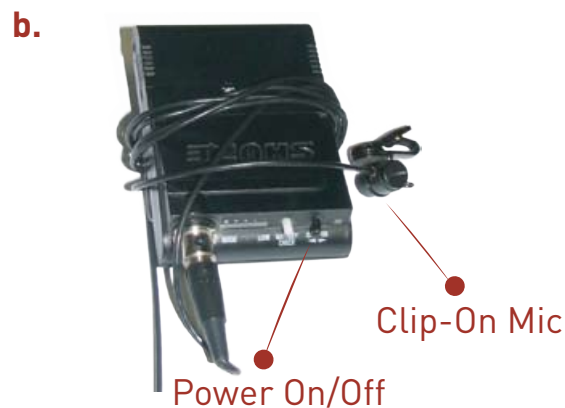
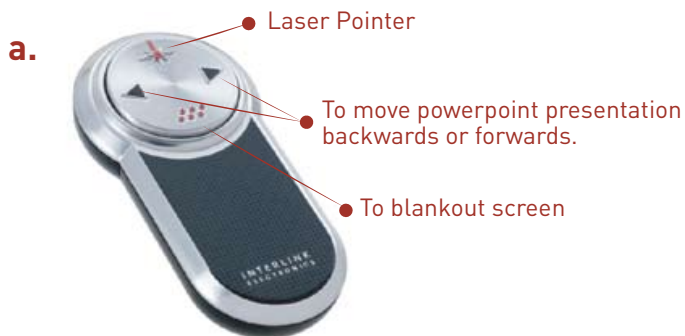


This is a USB External Device;  
EdTech provides one on the podium  
if you wish to transfer files from your  
laptop into our podium computers.

### 4. Other Tools on the Podium

#### a. Power Point Remote

#### b. Clip-On Microphone



## Technology Instructions: *Digital Ink*



**Control Panel**

**pen**

**push button controls**

- Move to Next Slide
- Move to Previous Slide
- Activates Pen
- Activates Eraser
- Activates highlighter
- Pen to Mouse
- Inserts a blank slide after the current
- Imports document camera image
- Exits presentation and shows thumbnails.
- black
- red
- green
- blue
- yellow
- brown
- other color

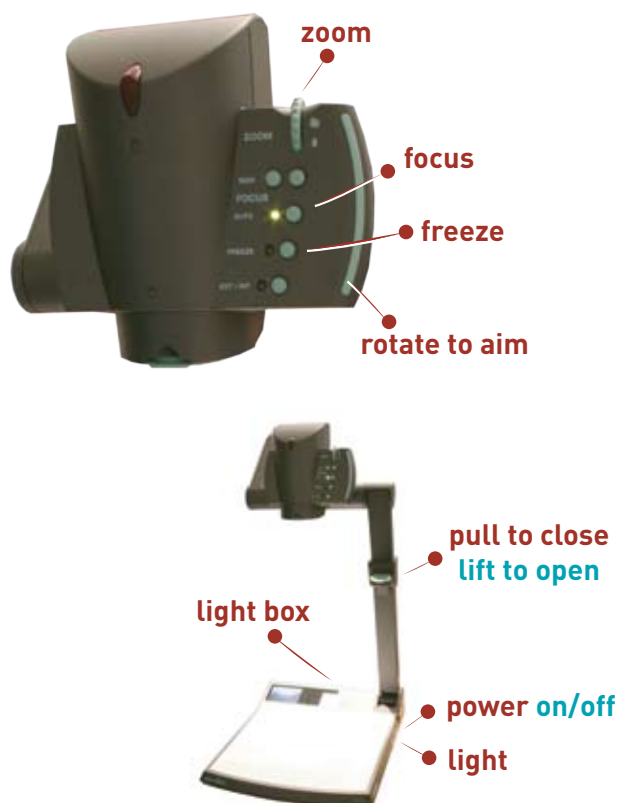
**Select Color**

**Choose color from a palette.**

**Set Up**

1. On the control panel, press **PC** if using the desktop computer or **LAPTOP** if connecting via your own cpu through VGA.
2. Open Power Point file and start slideshow.
3. Press **Pen to Mouse** and use **Pen** on monitor.

## Technology Instructions: Document Camera



### Set Up

1. Press Doc Cam (**Document Camera**) Button on podium control panel for left or right projector. (Wait 20 seconds for projector to turn on).
2. Pull **Document Camera** from drawer.
3. Lift and straighten the camera arm by pulling upwards on the Wolfvision handle. **The Document Camera** should automatically turn on.

Please turn off Document Camera  
After Usage

### Document Camera

1. The camera and light turns on automatically when the arm is raised. Press the **POWER** button to turn it on or off again.
2. Light the overhead bulb by repeatedly pressing the **LIGHT** button.
3. Push upwards on the **ZOOM** button to zoom the **Document Camera** out.
4. Grasp and rotate the head of the **Document Camera** to aim it at your object.
5. The **Document Camera** auto-focuses very well (green light indicates auto-focus is on), but there are also manual focus buttons.

**Freeze:** You can freeze the image being projected by pressing the **FREEZE** button.