Turning the System On:

(These controls are similar to the smart panels used at the Hayward Campus smart classrooms)

1. On the right side of the control panel, in the Projector Section, press the On button.
2. The Red Warm Up light will come on, then the Green Ready light will come on, then the Red light will turn off. Don't press any other buttons until the Red light goes off.
3. When the Red light goes off, select what equipment you will be using by pressing the appropriate button (computer, labtop, or VCR/DVD).
4. Audio volume can be adjusted by using the Up and Down button on the Volume section on the right side of the Control Panel.

Using the Computer:

1. Turn on the computer if it is not already on.
2. If the Computer button on the control panel has not been selected, press it now.
3. On the Welcome Screen, click on the Icon for the room number (e.g. CC162).
4. The Keyboard and Mouse should be on top of the cabinet.

Using the VCR:

1. Push the video tape into the VCR.
2. Push the VCR/DVD button on the Control Panel if you have not already done so.
3. Push the Play button on the VCR.
4. Operate the VCR using the controls on the front panel of the VCR.
5. When done, press the Stop button then the Eject button.

Using the DVD Player:

1. Push the eject button on the DVD player, place the DVD carefully in the tray, then press the eject button again.
2. Push the VCR/DVD button on the Control Panel if you have not already done so.
3. Push the Play button on the DVD Player.
4. Operate the VCR using the controls on the front panel of the DVD Player. A remote is available if needed.
5. When done, press the Stop button then the Eject button.

PLEASE NOTE: The computer can also play DVD's.

Using a Laptop:

1. Use the laptop video cable to connect the laptop to the VGA port on the Control Panel.
2. Connect the Internet cable to your laptop, if desired.
3. Push the laptop button on the Control Panel, if you have not already done so.

Turning the System Off:

1. Push the Off button on the Projector section on the right hand side of the Control Panel.
2. After turning the projector off, it is necessary to wait about five minutes before turning the projector on.
3. Do NOT press the red off switch at the bottom of the cabinet. That stays on all the time.

Contact Information

Call (925) 602-6717 if you have questions regarding classroom reservations.

Call (925) 602-6780 to reach the Computing Lab Help Desk.