

User guide: Giblin Eunson Library eLearning studio

Giblin Eunson Library eLearning studio is located on the ground floor of the Giblin Eunson Library in the Business & Economics building at 111 Barry St, Carlton. It contains the following equipment:

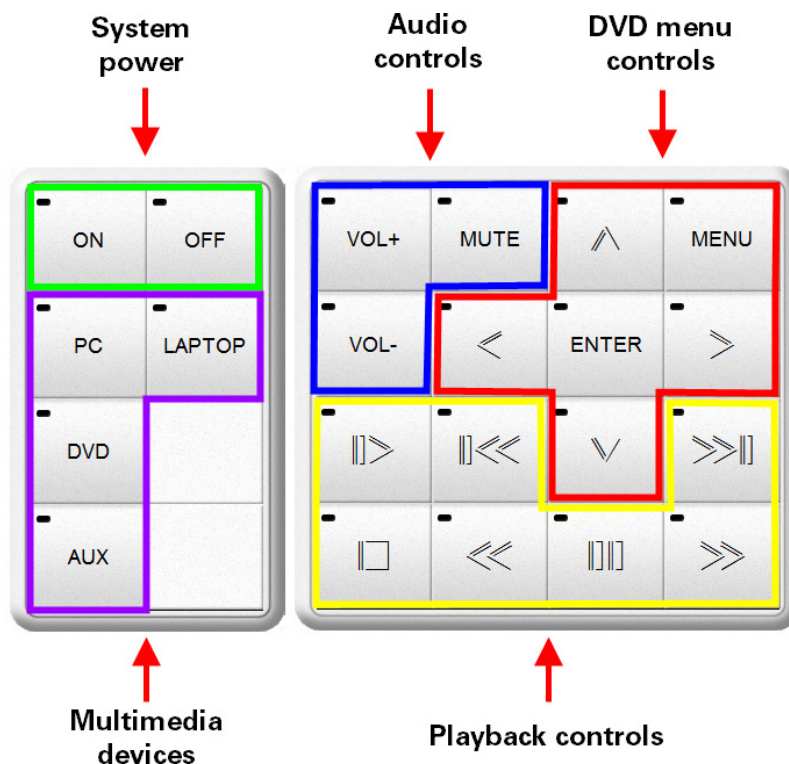
- Data projector
- 2 x LCD screens
- Push-button controls
- PC (1 x for presenter, 16x for students)
- Laptop connectivity
- DVD player
- Auxiliary input.
- Wireless - more information about wireless at the University of Melbourne here:

<https://its.unimelb.edu.au/help/networks-access/networks-internet/connect-wireless>

Using the push-button controls

The push-button control system controls all installed multimedia equipment. To operate a piece of equipment:

1. Press the **ON** button.
 2. Press the button for the multimedia device you want to operate – **PC, LAPTOP, DVD** or **AUX**.
 3. Use the playback controls to control the selected multimedia device.
 4. Use the audio controls to change device volume.
- Buttons change to red when pressed.



Turning off the multimedia system

To turn off the multimedia system, press and hold the **OFF** button.

Using the PC

1. Turn on the PC.
2. Press **ON** on the push-button controls.
Read "Using the push-button controls" for instructions on using the push-button controls.
3. Press **PC** on the push-button controls.
4. Use the **Vol +** and **Vol -** buttons on the push-button controls to adjust volume.
5. When you have finished, turn off the PC and the multimedia system.
Read "Turning off the multimedia system" for instructions.

NOTE: Pressing stop on the push-button controls blanks the projection screen. Press play to start projecting again.

Using your laptop

The cables to connect your laptop to the multimedia system are located at the lectern.

1. Connect the VGA cable to your laptops' VGA output and the audio cable (if required) to your laptop's headphone output.
2. Press **ON** on the push-button controls.
Read "Using the push-button controls" for instructions on using the push-button controls.
3. Press **LAP** on the push-button controls.
4. Use the **Vol +** and **Vol -** buttons on the push-button controls to adjust volume.
5. When you have finished, turn off the multimedia system.
Read "Turning off the multimedia system" for instructions.

NOTE: Pressing stop on the push-button controls blanks the projection screen. Press play to start projecting again.

Playing a DVD

The DVD player is located in the equipment rack in the lectern.

1. Press **ON** on the push-button controls.
Read "Using the push-button controls" for instructions on using the push-button controls.
2. Load your DVD into the DVD player.
3. Press **▶** (play) on the push-button controls to play your DVD.
4. Use the DVD menu controls to access the DVD's menu.
5. Use the **Vol +** and **Vol -** buttons on the push-button controls to adjust volume.
6. When you have finished, turn off the multimedia system, remembering to retrieve your DVD before turning off the system.
Read "Turning off the multimedia system" for instructions.

Using the auxiliary input

Auxiliary inputs are located on the lectern. Use the auxiliary inputs to connect user-supplied equipment (e.g. digital camera) to the learning space's multimedia system. Video and audio inputs are available.

1. Connect the auxiliary input cables to your device's audio and/or video outputs.
2. Press **ON** on the push-button controls.
Read "Using the push-button controls" for instructions on using the push-button controls.
3. Press **AUX** on the push-button controls.
4. Use the **Vol +** and **Vol -** buttons on the push-button controls to adjust volume.
5. When you have finished, turn off the multimedia system.

Read "Turning off the multimedia system" for instructions.

NOTE: Pressing stop on the push-button controls blanks the projection screen. Press play to start projecting again.

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