This is the AV Podium.

There is a built-in computer in the podium with DVD/USB capabilities. Some key areas include:

1. Touch Screen Control Panel
2. Laptop Connectors (HDMI and VGA+Sound)
4. HDMI Switch

If you need a mac adapter for your Mac Laptop to use the system, please contact your department admin, or the Luskin IT Helpdesk ahead of time.

### Turning the system ON:

Push the button marked POWER (right side) on the touch control panel. Please wait while the projector and system powers on.

### To use the ONBOARD computer:

On the center column (select source) tap the touch screen marked PC Computer. The keyboard and mouse are located in the podium. Ensure that the HDMI Switch is on #1. Please wait while the system switches over.

### To use a laptop:

Connect your laptop with either the HDMI cable marked LAPTOP or with the included VGA+Sound connector adapter on the podium. Press the switch on the HDMI Switcher to #2 on top of the podium.

### To adjust master volume:

The volume in the room is already set. You can adjust as needed on the computer or your laptop, but should you need to adjust, VOL+/VOL- and MUTE are available to control the master volume.

### Turning the system OFF:

Push the button marked power on the touch control panel. Please do NOT shut down the ONBOARD computer.

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<table>
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<tr>
<th>To change INPUTS:</th>
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<tr>
<td>At any time, if you need to switch between laptop and the ONBOARD computer while the system is already on, push the button the HDMI Switch to #2 (#1 is onboard computer)</td>
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For support between 8a-430p, please contact the LUSKIN IT HELPDESK.
Phone (310)206-6676 Email: helpme@luskin.ucla.edu