



TRINITY  
UNIVERSITY

INFORMATION TECHNOLOGY SERVICES

# Chapman Center TECHNICAL GUIDE

created by Academic Technology

# Power Controls

## Turn System On

1. Touch anywhere on touchpad to begin
  2. Touch "Yes" to turn on the system
- 

## Turn System Off

1. Touch Off in the upper right corner of the touchpad
2. Touch "Yes" to turn off the system

# Display PC

1. Touch PC button on touchpad
2. If PC is asleep, wake it up by wiggling the mouse

If nothing is showing on the monitor, check inside the teacher's station to ensure the PC is turned on. If the PC is not turned on, press the power button on the front of the PC to power it on.

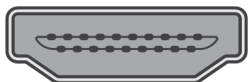


**ISSUES?**  
Call x7409

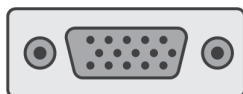
# Display Laptop

1. Touch Laptop button on touchpad
2. Plug HDMI or VGA cable into laptop


**HDMI**



**VGA**



# Display Doc Cam

1. Touch document camera button
2. Press  on Document Camera

## **Zoom Functions**

- Rotate zoom wheel away from you to zoom out
- Rotate zoom wheel towards you to zoom in

## **Focus Function**

- If image is out of focus, press green "AF" button



Zoom Wheel



**ISSUES?**

Call x7409

# Play DVD

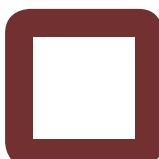
1. Touch Blu-ray button on touchpad
2. Open Teacher's station and locate DVD Player
3. Press  on front of DVD Player to open disc tray
4. Place DVD in disc tray with silver side down
5. Press  again to close the disc tray
6. Use touchpad to control DVD player (see controls below)



**Play**



**Pause**



**Stop**



**Previous  
Scene**



**Rewind**





**Fast  
Forward**



**Next  
Scene**

# System Adjustments

## Adjusting Volume

1. Touch Volume button on touchpad
2. Use  to turn volume down
3. Use  to turn volume up
4. Use "Mute" button to mute the volume

## Mute Projector

1. Touch Projector Controls button on touchpad
2. Touch Mute button at the bottom of the touchpad

## Freeze Projector (this is used to "freeze-frame" the projector on an image)

1. Touch Projector Controls button on touchpad
2. Touch Freeze button at the bottom of the touchpad

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# Connections

## VGA with 3.5mm Audio

Supports Video & Audio  
Max Resolution: 1920x1200



## HDMI

Supports Video & Audio  
Max Resolution: 1920x1200



## Ethernet

Supports Internet Connection  
Avg. Network Speed  
- 32mbps (upload)  
- 90mbps (download)



## Power

Cable Cubby offers  
one(1) 120V power  
plugs



# Room Equipment

## **WolfVision Document Camera**

Sends image of your document to the projector



## **Dell PC** Windows 10

Sign in with Trinity credentials



## **Sony Blu-Ray Player**

Plays standard DVDs and Blu-ray discs

Controlled by buttons on touchpad



# Floor Plans

- Classrooms
- University Spaces
- Offices

Basement



First Floor



# Glossary of Terms

**Teacher's Station** - Cabinet containing DVD Player and PC. The Touchpad is normally resting on top of this.

**Touchpad** - touch-enabled device used to manipulate and control devices in the system.

**Cable Cubby** - small compartment in the top of the teacher's station which holds VGA, Ethernet, HDMI and two power outlets.

# Contact Info

If you have a  
technology issue in a  
classroom, call  
ext. 7409