**Gillmor Classroom Technology Guide**

In general, the teacher console desks in Gillmor classrooms will feel very familiar to instructors who have taught in our updated MT and Main Building classrooms. The desk, touch-screen “flip-top” controller, PC, and laptop connections are the same. The Doc Cam is a new model, but the controls are more intuitive. Video media will need to be DVD based and played using the PC - the combo deck is no longer available.

There are 4 “flavors” of teacher desk feature sets to be aware of.

**BASIC CLASSROOM**

One Projector; one desk monitor.

Boot the PC, if necessary, using the power button - upper right corner of the PC computer.

Press the “Display on” hard button on the right side of the TLP Flip-Top control panel to lower the screen and start the projector. A “Warm-up in progress” screen will appear on the touch screen.

Select a source using the hard buttons: PC, Laptop, Doc Cam. A confirmation screen will appear. The source image will appear on the desk monitor and projector screen.

A “Picture Mute” soft button is available on the touch screen to blank the projected image.

The “Auto Image” hard button will auto-correct many projector display issues.

Adjust sound volume with the “Volume Up” and “Volume Down” hard buttons. A level confirmation page will appear on the touch screen.

The “Mute” hard button will mute the audio only.

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At the end of the class session, shut down the projector with the “Display Off” hard button.

**BASIC CLASSROOM WITH SOUND REINFORCEMENT/ALS**
One Projector; one desk monitor, lavlier microphone, ALS receivers.

This classroom is supplied with a wireless lavalier microphone. The signal feeds ceiling mounted speakers in the back of the classroom (to extend the range of the instructor’s voice) as well as Assisted Listening System transmitters for students with hearing assistance needs.

See BASIC CLASSROOM for general controls

**ADDITIONAL CONTROLS**

Press the “Levels” hard button to access the audio volume control page. Independent control of program volume and microphone volume is available.

**BASIC CLASSROOM WITH DUAL PROJECTORS**
Two projectors, one desk monitor.

Some wide classrooms are equipped with dual projectors to improve screen viewing for all students. The same source will be displayed on all screens: the 2 projector screens and the teacher desk monitor.

See BASIC CLASSROOM for common controls

**ADDITIONAL CONTROLS**

Pressing the blank hard button on the TLP controller provides hidden access to some of the multi-image features of the ADVANCED/DUAL MONITOR classrooms.

See ADVANCED CLASSROOM for advanced control features
ADVANCED CLASSROOM WITH DUAL PROJECTORS

Two projectors, two desk monitors, independent sources.

Some Dual Projector Classrooms have been configured for classes requiring the ability to show different images on the two projection screens. Advanced controls allow sending a unique source to each projector and each monitor on the teacher desk. This also makes it possible to work on the PC using the teacher desk monitors, while showing other images to the students via the projectors. The default desk monitors display is the PC and PC-extended desktop. If only one source is required on all screens, the TLP controller can function exactly as it does in the BASIC CLASSROOM.

See BASIC CLASSROOM for single-source projection controls.

ADVANCED CONTROLS

Press the lower left hard button to access ADVANCED controls.

On the touch screen confirmation page press the “NO” button to return to Basic mode. Touch “YES” to access the source selection page.

Press the desired source button on the touch screen. The screen advances to a destination selection page.

Press the desired destination button on the touch screen. The screen advances to a confirmation page.

Press “YES” to access the source selection page again.

Press another source button on the touch screen. This can be the same or a different source from the one chosen previously. The screen advances to the destination selection screen.
Select a different destination button on the touch screen. The screen advances to the confirmation page. Repeat the “YES” selection until all screens are set to your liking.

Press “NO” when you have finished configuring the screens and monitors. The touch panel will advance to an information page.

A video mute button on the touch panel will blank the projection screen if desired.

Return to basic mode with one source on all screens by simply selecting a source on the TLP hard buttons.

**Document Camera**

Gillmor classrooms are supplied with an Epson Document Camera. Functions are more intuitive than the previous model, and the head folds compactly when not in use.

Lift and rotate the camera head 90 degrees.

Press the large power button briefly to turn on the Doc Cam. A small green LED indicates the Doc Cam is on.

Adjust the zoom controls.

Press the Focus button briefly to cycle the auto focus.

A slide switch on the camera head turns on a document light.

To turn off, press the power button briefly once, then a second latter, briefly again. The green LED should turn yellow (standby).