



## Using the AV System

Connect your device using the HDMI or VGA cable. If your device requires a display adapter to connect to the provided HDMI or VGA cable, connect the HDMI or VGA cable to the adapter *first*, then connect the adapter to your device.

Use the AV Control Panel to control system power. Power on the system using the **Power On** button.

Select the **HDMI** or **VGA** source button.

Use the AV Control Panel to control overall system volume, as well as audio or video mute settings.

When finished, use the **Power Off** button to power off the system.

When connecting for the first time, it may be necessary to adjust system settings on your laptop. Review the laptop troubleshooting steps below for more information.



### Mac Laptop Troubleshooting

#### Video Mirroring

Enabling Mirror Displays will show the same content on the laptop and projection screens.

**Apple** (🍏) Menu > **System Preferences** > **Displays** > **Arrangement** > Enable (check) **Mirror Displays**

#### Audio Output Settings

**Apple** (🍏) Menu > **System Preferences** > **Sound** > **Output**

If using **HDMI**, select **HDMI** as the Output  
If using **VGA**, select **Headphones** as the Output

#### Adjust Display Resolution

**Apple** (🍏) Menu > **System Preferences** > **Displays** > **Display** > **Scaled**

Select the desired resolution in the list



### Windows Laptop Troubleshooting

#### Duplicating Displays

Enabling Duplicate Displays will show the same content on the laptop and projection screens.

Press and hold the **Windows Key + P** > select **Duplicate**

#### Audio Output Settings

**Start** > **Control Panel** > **Sound Settings**

If using **HDMI**, select **HDMI** as the Sound Output  
If using **VGA**, select **Headphones** as the Sound Output

#### Adjust Display Resolution

Right-click on the desktop > **Screen Resolution**

Select the highest resolution in the list