

## Connecting a computer or other device via the projector

The projector is located above the stage and should be in standby mode with a green light flashing slowly on the underside.



If for any reason there is no flashing green light on the underside of the projector the likely explanation is that it has been turned off at the master switch which is located at the rear of the stage in the corner to the right. Turn this switch on if necessary, **and leave it on.**



Then locate the connection panel on the left side of the stage:



Using an HDMI cable, connect the computer or other device to the connection panel:



The projector will recognise that a device has been connected and will wake up from standby mode and start operation. The green light on the underside of the projector will stop flashing and stay on.

**NB: Hall users who wish to use the screen should have informed the bookings secretary in advance in order to make arrangements for the screen to be dropped.**

### **Using the Sound system in conjunction with the projector**

The projector has its own small integrated speaker, but if a greater sound volume is required then the hall's main audio system can also be used to transmit sound from the projector.

First check the connection box that is immediately behind the panel (behind the curtain):



- Box 3 is screwed to the wall. A short cable connects this to a “DI” box.
- Switch positions are marked on the “DI” box.
- The white cable goes into the “INPUT” of the “DI” box via a small adaptor.
- **The switch on Box 3 MUST be in the UP position.**

In an emergency, the white cable can be connected directly to Box 3 and the switch moved to the DOWN position but this will result in a background hum.

### Amplifier

The amplifier is back stage on the right hand side of the hall.



Check the switches on the wall behind the amplifier.

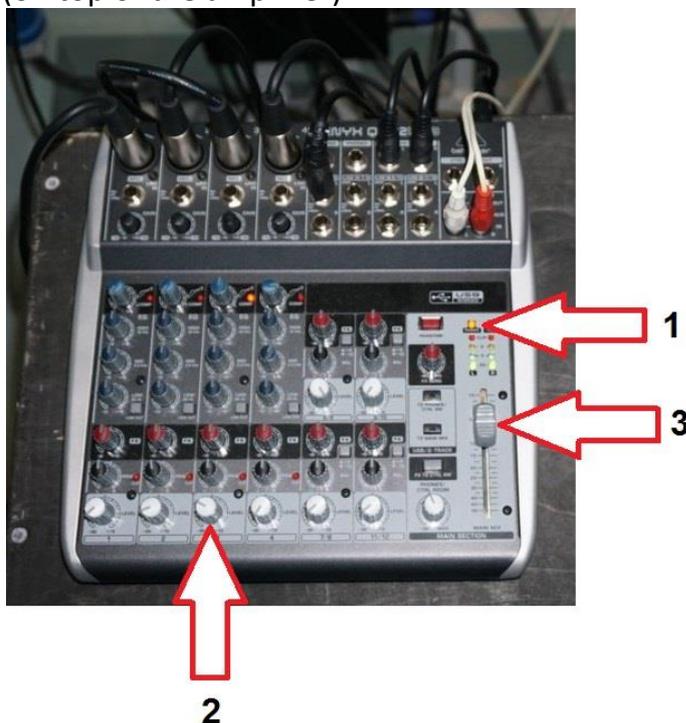


- The “Control” switch MUST be in the UP position (as shown).
- The rotary switch MUST be in the Vertical position (as shown).

Switch on the amplifier and set both dials to 7.



Check that the Mixer (on top of the amplifier)



1. The mixer should be powered on (Yellow light lit).
2. Turn the gray knob on control 3 about half way up.
3. Move the slider about two thirds of the way up.

Volume can be adjusted by control 2 or 3. If you are using microphones and other sound sources in addition to the computer (for example, in order to introduce your video) then adjust the other sources first and then use the rotary control (2) to adjust the video volume.

### **NOTES**

The sound from the HDMI socket is MONO (not stereo).

“Hum” may be experienced if the computer is run from the mains. This can be eliminated by disconnecting the mains lead and running the computer from its batteries.

### **AFTER USE**

Disconnect the computer or device. The projector will shut down automatically within a few minutes. Turn off the amplifier (see above). Close the curtains at the rear of the stage. If the screen has been in use it can be left down.