

G145 Tech Instructions: (Do NOT move the podium!!)

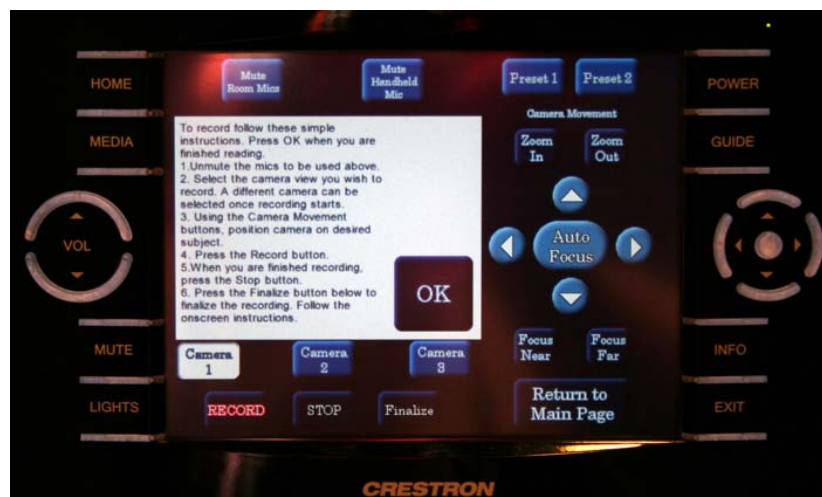
- 1) Turn on the projection system by pressing the power button on the side of the interface, or by pressing the Projector On button on the touch screen display.



- 2) After the display is on, you may then choose your Video source from the four buttons in the center of the screen: DVD, PC, VCR, or Document Camera. This will broadcast the selection of your choosing on the screen.

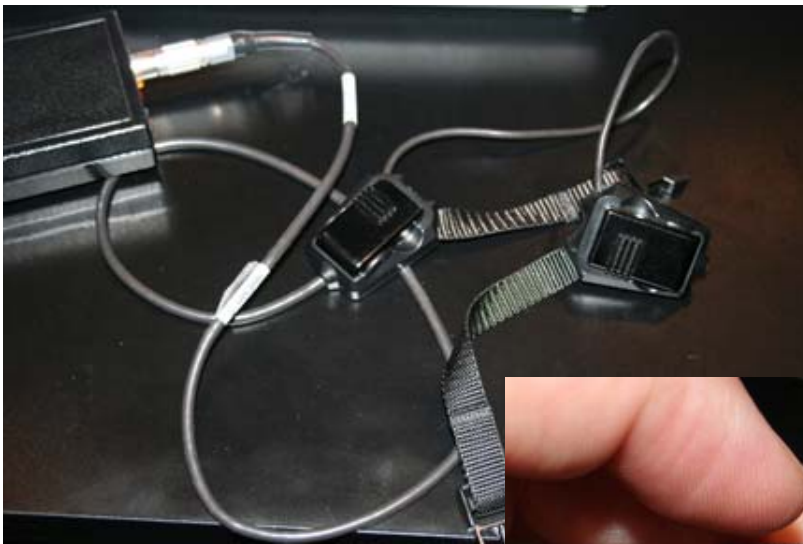
- 3) ***** It is highly recommended that all video and audio sources be provided from the presenter's PC connection. DVDs played in the mounted DVD recorder will not allow simultaneous playing. Furthermore, playback of VHS tape will not allow simultaneous recording, so VHS should also be avoided as well.**
- 4) Insert your DVD-R recordable disc into the DVD recorder. If you are asked to format the disc, you may use the DVD operation keys to confirm format from the LCD interface at the podium by selecting DVD from the Video source options.

- 5) After selecting the video source, select the DVD Record Wizard with the button on the bottom of the screen. You will see a list of instructions to follow.



They read:

- “1. **Unmute the mics to be used above** (press the unmute button from the touch screen)
2. **Select the camera view you wish to record. A different camera can be selected once recording starts.**
3. **Using the Camera Movement Buttons (left), position camera on desired subject.**
4. **Press the record button.**
5. **When you are finished recording, press the Stop button.**
6. **Press the finalize button below to finalize the recording** (for playback on other devices). **Follow in the onscreen instructions** (use the arrow keys to confirm finalization)”

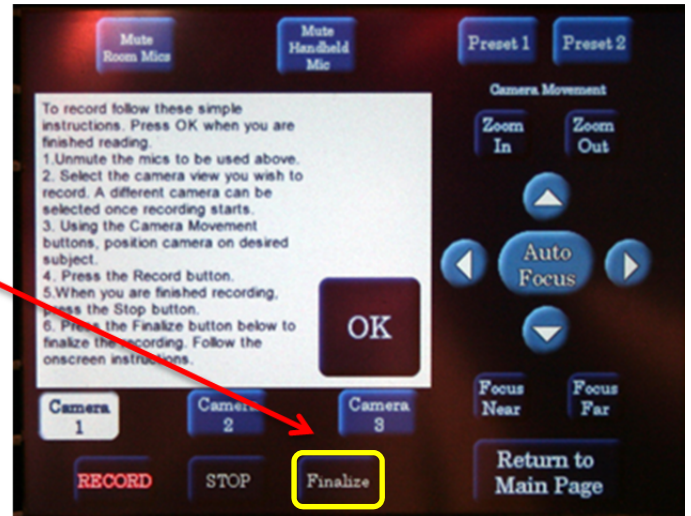


6) To use the tracking camera feature, take the tracking sensor from the cabinet, and make sure you have fitted the sensor around your neck, under the collar. Turn the power button on (the audio switch is unimportant, leave this off).

- 7) You will also need to wear the lavalier mic from the system cabinet, and make sure the power button is on (power light will only briefly flash when switched on) and the audio is on.



- 8) Follow the instructions above for recording the video source. After pressing STOP, there may be a few minute delay while the information is being recorded to disk. Then, you can press the FINALIZE button to complete the DVD.



- 9) To shut down the system, select the "projector off" button from the main menu, and, if necessary, press the "screen up" button. You will be required to press the "projector off" button multiple times to confirm this selection.

