PLEASE NOTE THAT THE AMX BOX/SCREEN, TO THE RIGHT OF THE COMPUTER SCREEN & BACK OF THE PODIUM, CONTROLS EVERYTHING

1. **To START:** PRESS the button at the bottom of AMX. The screen will come on. The AMX Screen controls sources, lighting, volume. It basically shows you what to do & what is programmed currently.

2. **FROM THE AMX,** Press “POWER ON”. THEN SELECT YOUR “SOURCE” - that is “RESIDENT PC”, “LAPTOP”, “VISUALISER” (REPLACES OHP), “VHS/ DVD”. If you are using a Laptop, please use the single power point provided next to the AMX. All DVD & VHS controls will appear on the amx when you select “DVD/VHS” so you can see menu & volume control. The amx automatically turns the projector on when you select your source.

3. **MAKE SURE “SOURCE” IS TURNED ON** ie: COMPUTER, DVD/VHS (all below podium) or VISUALISER (just gently lift the green loop on the arm to turn it on - DO NOT FORCE).

4. The VISUALISER /OHP should be “on” already but if not, check switch on right side of base. If using the VISUALISER /OHP, test first by lifting arm up with green loop. The Light turns on automatically. You may need to adjust the head (the camera) to your acetate, paper or object to be projected. The VISUALISER can be used to project slides & store up to 9 images of any media.

5. **YOUR MEMORY STICK** goes into the computer below the podium as does any CD,DVD,VHS.

6. The VISUALISER remote has an **INFRARED POINTER** option.

7. You no longer need to use any remote controls except for more sophisticated Visualiser options.

8. Please press “**SYSTEM OFF**” on AMX. Then press “**POWER OFF**” to power everything down once you are finished.

* If you need any assistance, please contact AV on x2363.