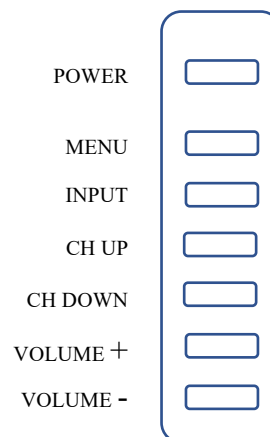## Turning on the TV

1. Press the **ON** button located on the left side of the TV.
2. Wait a moment for the TV to warm up.
3. Select your input by pressing the **INPUT button** repeatedly until your desired input is highlighted on the screen. The HDMI cable should be plugged in to the HDMI 1 input.

POWER

MENU

INPUT

CH UP

CH DOWN

VOLUME +

VOLUME -

How to adjust the volume

1. Use the VOLUME + and – button on the back of the TV.

How to Project using HDMI

1. Make sure the TV is turned on (see instructions above).
2. Select the HDMI input on back of the TV using the steps above.
3. Make sure your computer is completed booting up and that you're logged on. Plug the HDMI cable into the HDMI port on your machine.
   o If you need to use an adapter, plug the HDMI cable **first** into your adapter, and **then** plug the adapter into your computer.
4. If your laptop does not automatically duplicate your screen and the image from the TV: On
   o Windows computers, press your **Windows key** and your **P** key at the same time. Select **Duplicate** to send the image to the TV.
   o On a Mac, navigate to **Apple menu ()** > **System Preferences** > **Displays** > **Arrangement** tab > check **Mirror Displays**.
5. If your computer doesn't switch its audio output to HDMI automatically:
   o On Windows computers, right-click on the speaker icon in your notification bar, and select **Playback devices** in the resulting pop-up menu. Right-click on the HDMI output device, and select **Set as Default** in the resulting pop-up menu.
   o On a Mac, navigate to **Apple menu ()** > **System Preferences** > **Sound** > **Output** tab > Select the device with Extron in the name.
6. **Turn off the TV when you're done using it!**

For help with classroom technology, please email help@help.carthage.edu
or call the helpdesk at (262) 551-5950.

Leaving the TV running for extended periods while it's not in use significantly shortens the life of the TV.
Please turn off the TV when you're done using it!