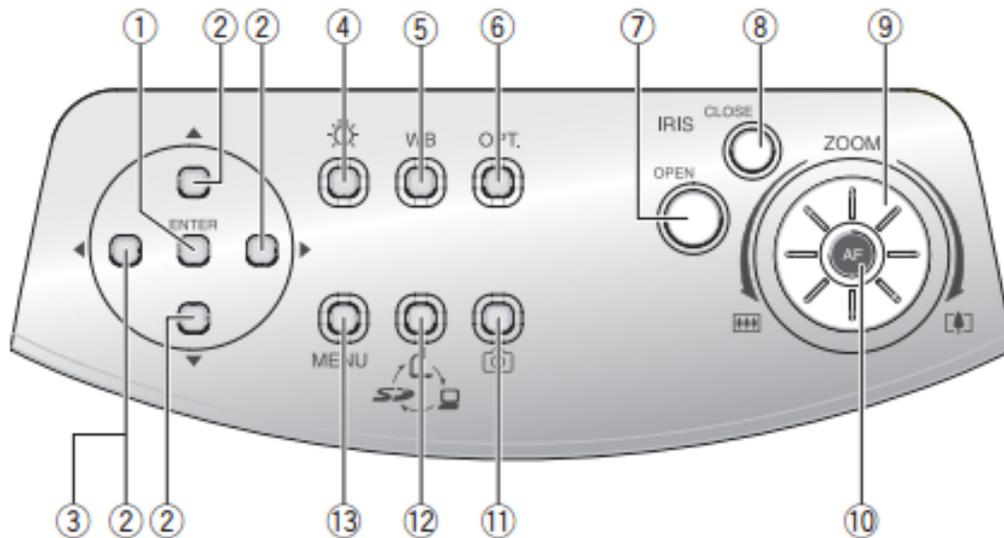# Tier 1 Using the Document Camera

1. Push the power button on the control panel "On." This should turn on the projector and lower the projection screen. If the screen does not lower, find the switch on the wall that controls the screen and lower it manually.

Projector Power

Input buttons

2. The document camera will either be located near the podium or in a drawer on the left or right side of the podium. Open the door and pull out the shelf holding the camera.

3. **Elmo P-10:** Raise the light arm and camera arm on the device and turn the camera on. The power switch is located to the back right of the device
   Elmo TT-02RX: Press the Power button on the device to turn it back on.

4. Select "Laptop 2" from the Input buttons on the Control Panel. The projector should display input from the Document Camera.
   (Instructions are included on the next pages for using the Document Camera Controls.)

5. When you are finished using the document camera, make sure you turn it off and for the Elmo P-10 fold the light and camera back correctly, closing the document camera drawer afterwards.

6. When you are finished using the podium, press the "Off" button to shut down the projector. Please be sure to also raise the projector screen if it does not do this automatically.

If you are experiencing issues using this technology **during a class**, please call the IT Services STAT phone at 610-921-7828.
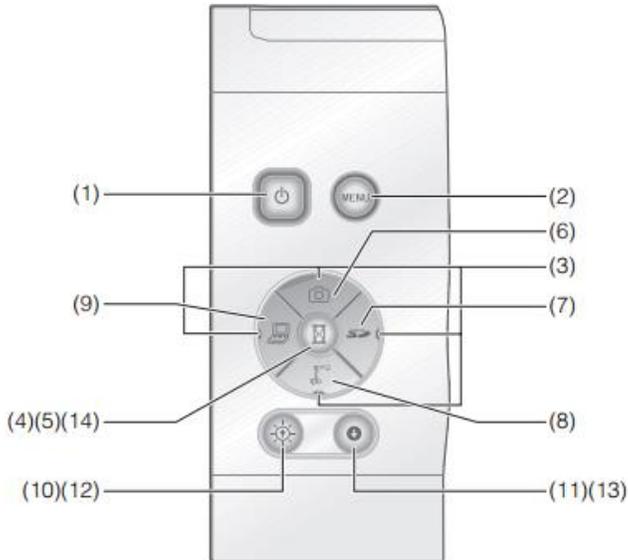
Operating Instructions for the Elmo-P10

* Hereinafter the menu items to be displayed/selected on the monitor or projection screen are referred to as "OSD (On-Screen Display)."

	Name		Function	
①	OSD Opera-	ENTER (Fix)	To fix the OSD item, select an image from the images in the SD card displayed on the split screen	P.67
②	tion	▲ ▼ ◀ ▶ (Direction)	To select the OSD item, move the selection frame (cursor) of the recorded image, scroll the digitally zoomed-in image	P.67
③		◀ (Menu Delete)	To cancel the OSD from the screen when the top OSD item is resumed	P.67
④	☼	(Lamp)	To turn ON/OFF the lighting	P.86
⑤	WB	(White Balance)	To select Auto Track / Auto Adjust and Fix	P.88
⑥	OPT.	(Optional Setting)	To set the desired function by using the OSD	P.68
⑦	IRIS	OPEN (Open)	To brighten the camera image	P.93
⑧	(Iris)	CLOSE (Close)	To darken the camera image	P.93
⑨	ZOOM (Zoom)		To operate the zoom function by turning the dial	P.87
⑩	AF (Auto Focus)		To focus the camera automatically	P.91
⑪	☐ (Image Save)		To save the image to an SD card	P.81
⑫	(Image Select)		To switch the output image by pressing this button in order of Camera image (⌂) → RGB image (☐) → SD mode (⚍)	P.89
			☞ Images to be switched depend on the image output terminal.	P.65
⑬	MENU (Menu)		To display/cancel the OSD	

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Operating Instructions for the Elmo-TT-02RX

	Name		Function
(1)	⏻POWER (POWER ON/OFF standby status)		To turn the power ON/OFF. Power ON: Blue lamp Power OFF standby status: Red lamp
(2)	OSD Operation **P.19**	MENU	To show/hide the OSD menu. The LEDs for operation buttons are not lit during OSD menu display. **P.19**
(3)		(Direction)	To select an OSD menu item.
(4)		(Enter)	To decide the OSD item.
(5)		(Pause)	To pause the camera image. Press this button again to restart.
(6)		(Image save)	To save the image on the SD card. **P.37**

	Name		Function
(7)	Image select (SD mode)		To switch the output image to images stored on the SD card. The SD Mode LED is lit in SD Mode. **P.54**
(8)		(CAMERA)	To switch the output image to camera image. The LED is lit in CAMERA mode. **P.54**
(9)		(PC)	To switch the output image to the image input to RGB IN. The LED is lit in PC mode. **P.54**
(10)	Brightness Adjust		To brighten the camera image. **P.53**
(11)			To darken the camera image. **P.53**
(12)	SD mode operation		Single Display: Return to the previous image. 4x4 Display: Move the cursor to the previous image
(13)			Single Display: Move to the next image. 4x4 Display: Move the cursor to the next image
(14)			Change between Single Display and 4x4 Display.

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