

How to Connect a Projector to a PC

What comes in the projector bag? The projector bag contains the projector, a power cable and a VGA cable. You are going to need a laptop or any other device that will put a signal out through a VGA port.

Step 1. Turning on the projector

1. Remove the projector and the power cable from the bag. Find the “AC In” port on the projector and put the correct end of the power cable in to it.



2. Plug the other end of the power cable into the wall outlet or power strip you will be using.
3. Make sure the power switch on the projector is in the correct position. The “Power” LED light will come on once you have completed these steps.

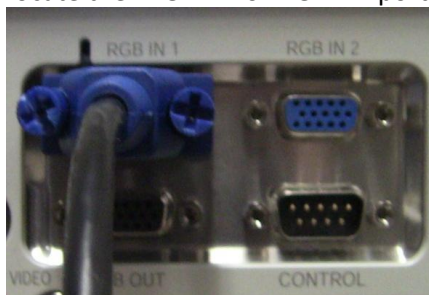


Step 2. Connecting the Laptop to the Projector

1. Find the VGA cable located in the projector bag.



2. Locate the “RGB In” or VGA In” port on the projector and connect one end of the VGA cable to that.

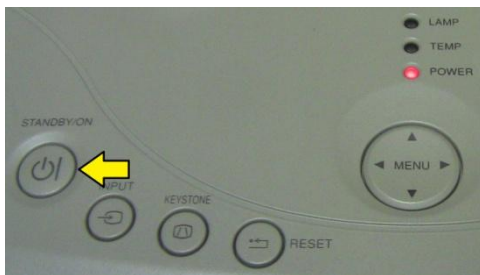


3. Connect the other end of the VGA cable to the “VGA Out” port on your laptop or other applicable device.

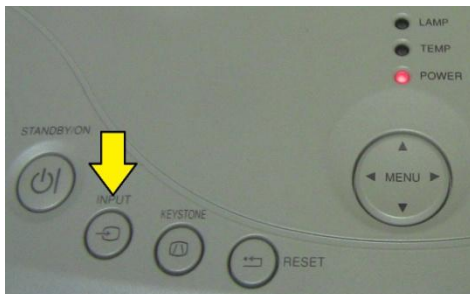


Step 3. Find the Laptop Signal Using the Projector.

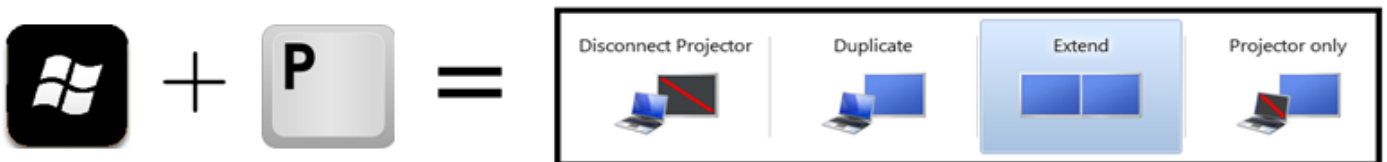
1. Turn on your laptop and get logged in.
2. Turn on the projector using the “Standby/On” button on the top of the projector. At this time the projector's main screen will start to be projected.



3. To force the projector to search for your laptop's signal, press the “Input” button on top of the projector. You should see “Searching...” on the projection screen. Within a few seconds, the projector will find the signal and project your desktop to the projection screen.



4. If the projector does not find your laptop's signal, you may have to configure the display settings on the laptop. For Windows 7, you will want to press the Windows key and the P key together. This will bring up a small menu on the screen. Choose “Duplicate” to project your desktop through the projector.



Disconnecting the Projector

Step 1. Turning Off the Projector

1. Once you are finished with the presentation you were using the projector for press the “Standby/On” button. A message will appear on the projection asking if you are sure you want to turn off the projector. If you are sure you want to turn off the projector press the “Standby/On” button again.
2. The projector has now turned off the lamp but the fan will still be running. **Note: It is important to not disconnect the projector from its power supply until the fan has stopped running. Not doing so may cause serious damage to the projector.**
3. While the projector is cooling down it is safe to remove the VGA cable that is also connected to your laptop and place it back into the projector bag.

Step 2. Putting the Projector Away

1. Once the projectors internal fan has stopped running it is safe to disconnect it from the power supply.
2. Disconnect the power cable from the “AC In” port on the projector.
3. Place the power cable and the projector back into the projector bag.
4. **Before returning the projector to Media Services please ensure that all parts that came in the bag when you checked it out are returning with the bag when you drop it off.**

