

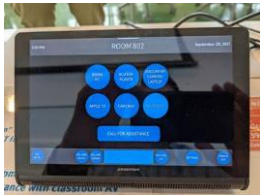
# BLANKING PROJECTOR SCREEN DURING COMPUTER SETUP

## (Applies to rooms with upgraded technology.)

How to blank the projector screen while setting up the computer for your class so students do not see the process on the screen.

Blanking the big projector screen while you setup for class (so students do not see your process) is easily accomplished in the rooms with older tech. You simply press the “Blank Output” button on the Control Panel. In rooms with new tech (i.e., Control Panel is blue), the process works very similarly, but requires a few more clicks. Here’s how:

1. From the main screen (see below), press the “Advanced” button (bottom row, right).



2. This should bring you to the “Manual Source Routing” screen depicted below.

- a. This screen enables you to select a “source” (e.g., Room PC, Apple TV, etc.) from the top two rows, and a “destination” (i.e., where you want the source to output) from the bottom row.
- b. Normally, you would select “Room PC” as the source and “Projector PC” as the destination. This displays whatever is on the computer (e.g., PowerPoint, YouTube, etc.) through the projector onto the big screen.



3. To blank the screen while you are setting up, simply select “No source” as your source and “Projector PC” as the destination.

- a. This essentially sends a blank source to the projector, resulting in a blank image on the main screen.

4. When you are finished setting up, simply press “Room PC” as your source and “Projector PC” as the destination to display the Room PC on the main screen.