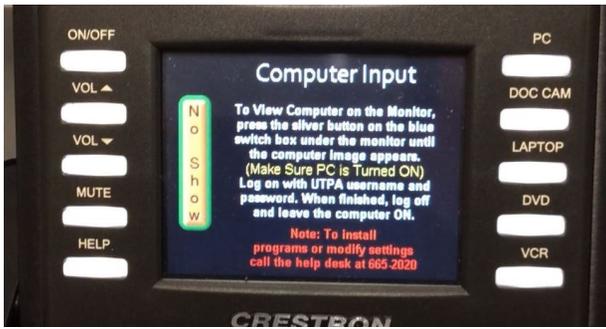


## Crestron QM-FTCC-TPS4 FlipTop Touch Panel



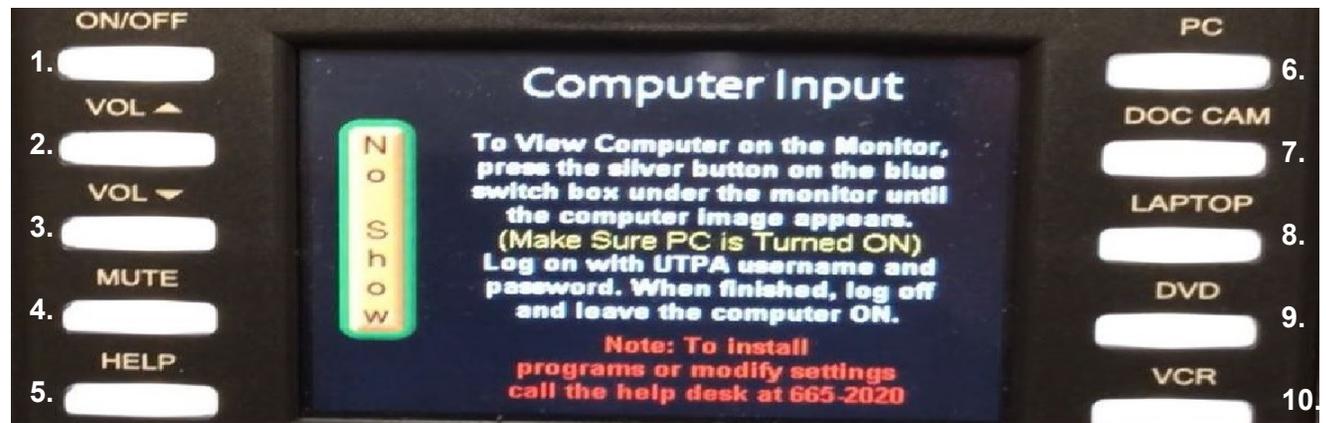
## Classroom Technology Quick Reference Guide

WWW.UTRGV.EDU/IT

1201 W. University Dr.  
 Academic Services Building 1.102  
 Edinburg, TX  
 956-665-2020

One West University Boulevard  
 Main 1212  
 Brownsville, TX  
 956-882-2020

IT Communications and Training  
 End User Support



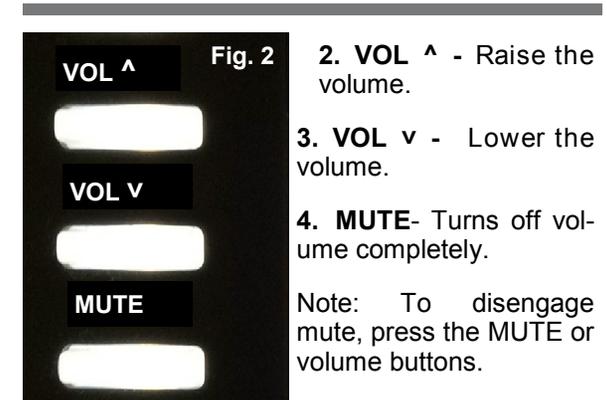
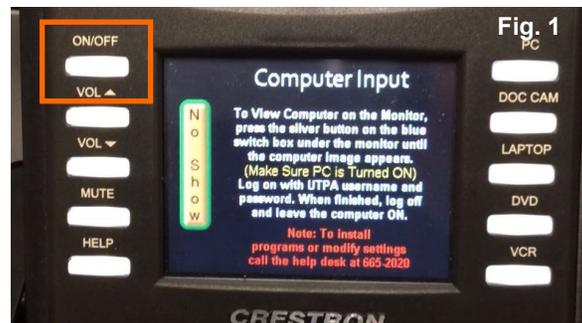
Note: Control Panel has outdated instructions.



Press down on the **Multimedia Box** (pictured above) and the touch panel will pop up.

Note: Some Control Panels may not have a multimedia box and will instead be on the desk.

1. **ON/OFF**- Turns the projector on/off. After pressing the **On** button (Fig.1), wait 60 seconds for the projector to warm up. Once the projector is warmed up, the system will allow you to select your source.



2. **VOL ^** - Raise the volume.

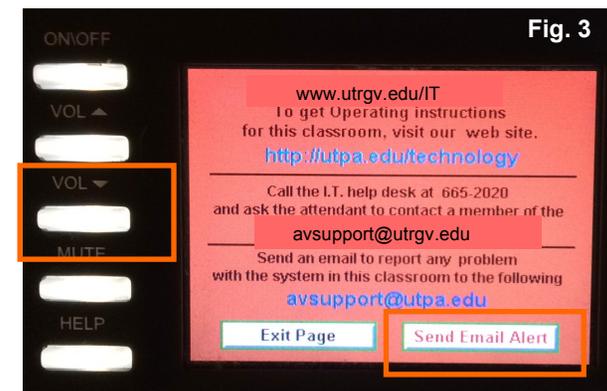
3. **VOL v** - Lower the volume.

4. **MUTE**- Turns off volume completely.

Note: To disengage mute, press the MUTE or volume buttons.

5. **HELP**- Sends an email alert to AV Technicians. Press Send Email Alert (Fig. 3).

Select which issue you are experiencing. AV Technician will be dispatched to classroom.



**6. PC**– Changes the source of the projector to the Classroom computer (Fig. 4).

Verify Classroom computer is turned on. Log on computer with your UTRGV email and password.

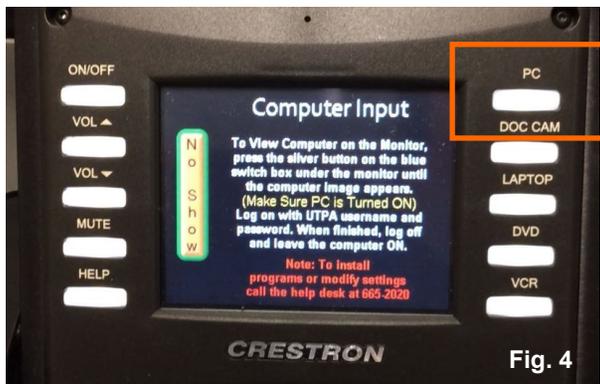


Fig. 4

**7. DOC CAM**- Changes the source to the Document Camera (Fig. 5). Verify the document camera is on.

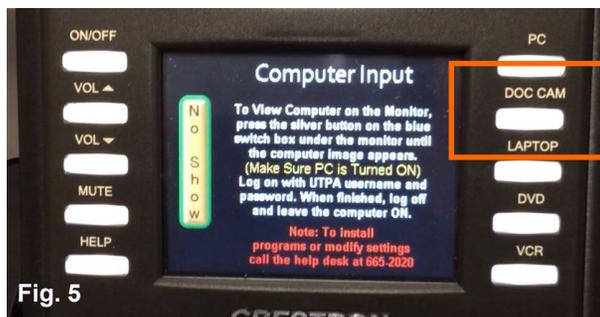


Fig. 5



Fig. 6

Press the **Power** button to turn document camera on (Fig. 6). Power button will have a blue backlight when turned on.

Wait a few seconds for Document Camera (**Doc Cam**) to warm up. Press **Power** button again to turn off Doc Cam.

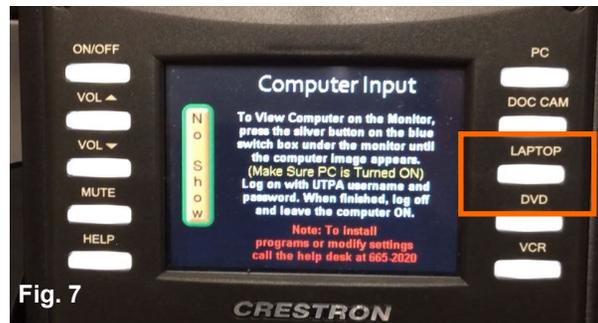


Fig. 7

**8. LAPTOP**- Changes the source to **Laptop**.

Note: VGA and Audio cables to connect Laptop to control panel are located in the multimedia desk drawer. If VGA/Audio cables are not in the desk, call the IT Help Desk and press 3 to connect to AV/Classroom Support.

Connect the audio cable to the connector that says **Audio** (Fig. 8). Connect one end of VGA cable to the connector that says **Computer** (Fig. 9).



Fig. 8



Fig. 9

Connect the other end of the VGA cable to the laptop (Fig. 10).



Fig. 10

Connect the other end of the audio cable to the headphone jack of the laptop (Fig. 11).



Fig. 11

**9. DVD & 10. VCR**- Both DVD & VCR options have been disabled on the CRESTRON control panels. AV Support recommends that professors transfer VHS to DVD.

To play a DVD, use the **PC** source and insert the DVD into the computer's CD drive. Use Windows Media Player or VLC Media player to play DVD. (Fig.12).



Fig. 12

Please remember to turn off the system when finished by pressing the **On/Off** button. Log off classroom computer and turn off document camera before exiting classroom.