Seminar Rooms (309, 310, 402, 405, & 473) – Classroom Technology Instructions:

**Computer Log in:**

You may use your UMID. If you do not have one, you may use the generic username and password that is posted at the podium.

**Classroom A/V System:**

To show presentations, and/or materials from the computer, through the projector:

- Touch Screen to Start.
- Select “Show Podium PC” to show items being shown on the PC at the podium.
- Load materials onto computer desktop.

**Laptop Usage Instructions:**

You may use your laptop in place of the room’s PC. On the right hand, side there is a built in cable port box containing multiple connectors. You must provide your own adapter to utilize this function.

- Select the connector appropriate for your laptop. (If using the VGA connector, an audio line is required for sound)
- On the touchscreen, select “Show Laptop Connection”.

**Projector and Volume Controls:**

- To adjust volume use the + and - controls on the bottom right of the touch screen (this is program volume) and at the right hand side of the touch screen (this is the microphone volume).
- To turn the projector on and off, use the controls at the bottom left of the touch screen labeled “Projector Controls”.

*Please turn off the room when you are finished, use the “Shut Down Room” at the bottom left.*

**Need additional help?** Call or Email Media Services at 410-706-8413 or lawmedia@law.umd.edu