

Technology Cheat Sheet -

LCD/Computer

Want to **watch a movie or display the computer on your screen**? Try these steps!

What you will need:

- a computer (with DVD slot if that is what you wish to play on the screen; not all computers have DVD ‘trays’)
- the internet address or DVD you wish to play/display
- cords to connect:
 1. the computer to the LCD player (a multi-pin plug, often with two screws)
 2. the computer to a speaker (it should be plugged in to the headphone jack of the computer)
 3. power for the computer (so you don’t lose your connection in the middle of the show)
 4. a blue cord if your internet connection is poor (this serves as your connection to the internet in places where the wireless doesn’t connect well)

How to show a DVD:

1. Place DVD in computer slot and turn on all machines (LCD and speaker). You do not need the doc cam.
2. Click on the ‘start’ icon on your computer screen and go to “All Programs”.
3. Find a movie player program such as “VLC Player” or “Windows Media Player”.
4. VLC/Media player should take it from there. You will need to press play and find the arrows icon to make it full screen.
5. Check the sound on the computer (including the mute button) and also on the speaker. It’s usually best to turn the computer up fairly high and then adjust using the speaker.

How to show a website or youtube video on the screen:

1. ALERT: Be sure you have previewed the video or have exactly the item your teacher wants to show.
2. Pull up the video using an internet browser (Explorer; Chrome; Firefox etc.).
3. Turn on all the needed machines: **LCD player, computer, doc cam and speaker.**
4. Press the 'computer' button or 'input' on the document camera.
5. Try the video ahead of time to see if it runs or needs to buffer. (This will help it run smoothly without pauses.) Check the sound on the computer and speaker.
6. If you can't get what is on the computer screen to show on the 'big' screen, press (simultaneously) the "fn" button (bottom left) and the "f4" button on the keyboard's top row. This will allow you to choose the view you want. (Typically, "Duplicate")
7. Adjust the sound as needed. Remember, there is sound on the computer (mute button or f6/f7), sound on the website (usually in the bottom right hand corner), and sound on the speaker.
8. Watch for pop-ups, especially after the video is shown. You can always quickly press the 'camera' button on the doc cam or just shut the laptop if inappropriate content pops up.

