How to use the Media Cabinet

To work properly, these steps must be followed in order

**Step 1:** Press the ON button.
To turn off the projector, press the OFF button.

**Step 2:** Press the SCREEN DOWN button.
To bring the screen back up, press the SCREEN UP button

**Step 3:** Wait for a blue projection to appear on the screen. Once you see this, turn on the Laptop.

**Step 4:** Press the LAPTOP button

**Things to be aware of:**

Please do not touch buttons that are labeled Do Not Touch.

Do not turn the power button off.

If you use your own laptop, reconnect the cable and switch the settings back to the way they were before.

Before leaving, please make sure to lock the cabinet.