**FOR COMPUTER:**

*\*If your computer does not have an HDMI input, you will need an adapter\**

* Turn on projector
* Plug HDMI into computer
* Use Gefen Switcher to select ***COMP*** input by using the ***INPUT*** button

**FOR DOCUMENT CAMERA:**

* Turn on Projector
* Use Gefen Switcher to select ***DOC*** input by using the ***INPUT*** button

**For Auxiliary Cable to Play Music:**

*\*If your computer does not play audio through HDMI, use Aux cable\**

* Plug auxiliary cable into computer or phone
* Use Gefen Switcher to select ***AUX*** input by using the ***INPUT*** button

**A picture containing electronics

Description automatically generated**

**To Adjust Microphone Volume**

* Check that the ***MASTER*** volume knob is turned up (Master controls all)
* Adjust ***MIC 1*** by turning the ***MIC 1*** volume knob
* Adjust ***MIC 2*** by turning the ***MIC 2*** volume knob

\*No more than half volume should be needed on any of the dials

**To Adjust Computer or Music Volume**

* Check that the ***MASTER*** volume knob is turning up (Master controls all)
* **A close up of a screen

  Description automatically generated**Adjust computer volume or music volume by turning the ***MEDIA*** volume knob