

# Instructions for using the Screen, LCD Projector, Lap Top and Wireless Microphone in the MPR – updated Jan 27, 2020

There is now a key pad on the wall by the large screen that looks like this. The code is 1966 (for when St. Gabriel began as a Parish.) Please enter 1966 and when you do the screen below will appear.

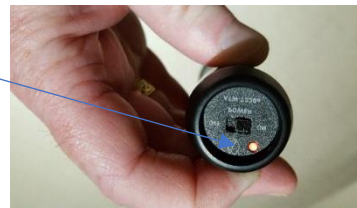
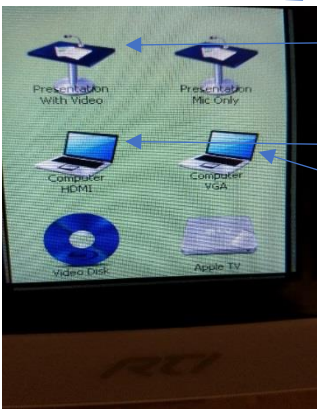


Push the green button **firmly for 3 seconds** for power on.

After you push the green power on button, the screen to the right will appear and it will say "Please wait system booting." **It takes 90 seconds to power up.** At the end of 90 seconds the screen below will appear.



Push the top left Icon which says "Presentation with Video." **Wait up to 90 seconds for screen to come down.** The screen will then automatically come down, the projector will automatically turn on and so will the sound. We now have a Lap Top cabinet that is right below the key pad and will stay there permanently. On the top of this cabinet is the HDMI cable or VGA and sound cable. Connect whichever cable you want to use and then push either "Computer HDMI" or "Computer VGA." In the Lap Top cabinet on the top right shelf is a wireless microphone. Just turn the button on the bottom of the microphone to on (red light will turn on when microphone is on) as shown below and you are all set to go!



To turn the system off please push the small blue round button at the bottom right of key pad. A second screen will appear. Please push the red circle button on that screen. The screen will go up automatically, the projector will turn off automatically and everything will power down and turn off for you. Please turn the microphone off by turning the button to off on the bottom of microphone and return to top right shelf of cabinet.

