Overview

The SP Push-Button System is an easy to use in-class presentation hub. These systems come in two forms: a stand-alone black, metal cabinet and a wall-mounted, “pull-down” unit. SP Systems allow instructors to play DVDs and VHS tapes or project from their own laptop, phone, or tablet. Some SP rooms also have RCA video inputs, which instructors can use to connect other video devices, such as camcorders. For a quick guide to getting started, please see the sections below.

Getting Started

- Press the ON button. The projector will begin warming up. Once the system is ready for use, the READY light will turn green. You will not be able to select a source until the green light is lit.
- In rooms with automatic screens, the screen will begin lowering once the ON button is pressed. In non-automatic electric screen rooms, please use the wall controls to lower the screen. In rooms with manual screens, lower the screen by pulling down on the attached string.
- Press the appropriate button on the SP panel for the VCR you would like to use. Please note: some rooms have one button (DVD/VCR) for playing both VHS tapes and DVDs, some rooms have a separate VCR button (VCR).
- Insert your tape into the VCR.
- Use the buttons on the right of the SP panel to play, rewind, fast forward, and otherwise control playback.
- Press the VOLUME up and down buttons to raise and lower the audio level.

Using a Laptop or Mobile Device

- On the SP panel, press LAPTOP.
- Attach the supplied VGA cable to your device’s VGA port. If your device does not have a VGA port, you will need to supply a VGA adapter.
- Turn on your device.
- Once your computer has booted, if the image is not projecting, change your display settings so that video is set to output to the projector or external display.
- If you would like to play audio, connect the audio cable provided to your device’s headphone jack. Control the audio level by adjusting the volume on your device and by pressing the VOLUME up and down buttons on SP panel.

Playing a VHS Tape

- Press the appropriate button on the SP panel for the VCR you would like to use. Please note: some rooms have one button (DVD/VCR) for playing both VHS tapes and DVDs, some rooms have a separate VCR button (VCR).
- Insert your tape into the VCR.
- Use the buttons on the right of the SP panel to play, rewind, fast forward, and otherwise control playback.
- Press the VOLUME up and down buttons to raise and lower the audio level.

Using the RCA Video Inputs

- RCA video inputs consist of three ports: yellow for video, red and white for audio. You must supply your own RCA cable.
- On the SP control panel, select AUXILIARY VIDEO.
- Connect one end of the RCA cables to your devices and the other to the ports on the SP panel.
- On your device, begin playback.
- Press the VOLUME up and down buttons to control the audio level.

Playing a DVD

- Press the appropriate button on the SP panel for the player you would like to use. Please note: some rooms have one button (DVD/VCR) for playing both VHS tapes and DVDs, some rooms have a separate button (DVD), and some rooms have multiple DVD players (for playing international DVDs).
- On the DVD player, press OPEN/CLOSE. Insert your disc and press OPEN/CLOSE again to close the trey.
- Use the buttons on the right of the SP panel to play, rewind, fast forward, and otherwise control playback.
- Press the VOLUME up and down buttons to raise and lower the audio level.

The DCS Help Desk and On-Campus Staff are available for assistance whenever classes are in session.

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