


Enable IR Pen Outside of collaborate

Introduction

The purpose of these instructions is to outline the steps required for staff/lecturers to change the projectors settings for running internal classes allowing students to view what is written on the whiteboard using the infrared pen (IR Pen).

Using the **projectors remote control** change the **Source** in the **menu** settings or update the settings directly on the projector following the instructions outlined below.

Press the **Menu** button (on the projectors remote control or the projector).

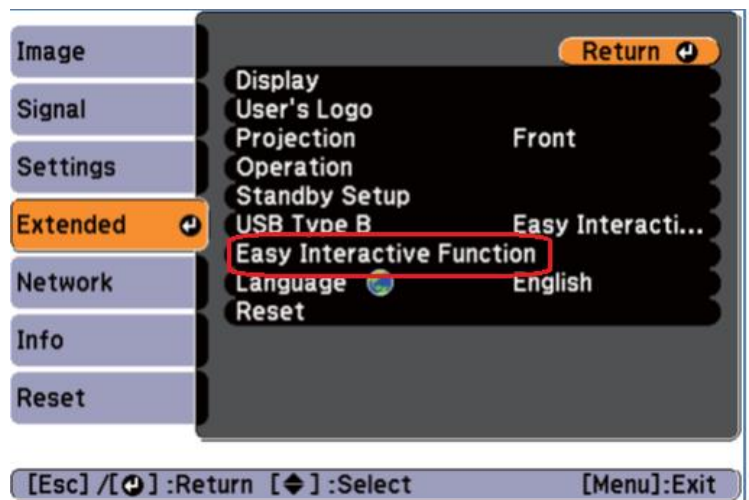
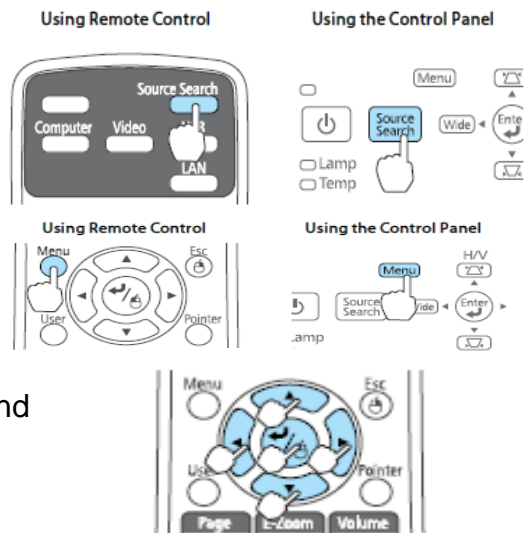
Press the **down arrow button** on the remote control and highlight **Extended** and press the **set** button .

Highlight **Easy Interactive Function** and press the **Set** button.

Use Source displays press the Set button.

Press the up or down arrows and select **Computer 1**, then press the Set button.

Continually press the **Menu** button to back out of the Settings menu.



Limitations

The IR Pen will **not** display via collaborate for external students. To change the settings refer to *Enable IR Pen within Collaborate* instructions.

Prior to using the equipment, teaching staff should complete the training provided by the OLT team. Go online to their PD calendar at <http://www.cdu.edu.au/olt/pd/pdcalendar.html> or call, email the team to arrange training.

**For assistance, please contact Technical Support, ITMS
8946 6291**