CONNECT to the DISPLAY MONITOR

1. Connect the appropriate cord to your laptop.

   - Use the VGA plugs provided if your laptop has a port like one pictured to the left. *Mac users may also need a VGA adaptor.*
   - If your laptop requires an HDMI plug, pictured at the left, you may borrow one at the first floor Reference Desk.

2. Connect the cord to the wall outlet under the monitor.

   - Connect the other end of the VGA or HDMI plug into the matching end on the wall outlet under the monitor.
   - Note: If you need sound and are using a VGA cord, please use the supplied audio cord. Connect the audio cord to your laptop’s headphone jack and then connect it to the audio wall outlet. *HDMI cords include sound, no other cord is necessary.*

3. Project to the wall monitor.

   - Tap the wall control panel’s “On” button. Wait 5-10 seconds and then select HDMI or VGA, depending on your selected plug.
   - The display monitor on the wall will show either **HDMI** or **PC (VGA)** to let you know the connection is working.
   - Adjust volume as needed, keeping in mind that others are studying in adjacent rooms.

4. Shut off devices before leaving.

   - Turn off wall switch after you have powered down other devices as you end your study room reservation.
   - Note: Return all power cords to the first floor reference desk, placed in the bag provided upon your departure from the study room. *Thank you.*