

Inkpen Village Hall Projection Equipment

Version 5 – January 2013

Projection Screen

The screen is mounted on the end wall; the white remote control marked 'Panasonic' is used to raise or lower it. It is permanently wired into the mains via the white switch on the wall below. Turn the power on using the switch and the neon illuminates.

- 1) Point the remote towards the screen (the left end) and press the DOWN button. Sometimes it seems hard to persuade the screen into motion first time. The screen descends, with an automatic limit stop at the bottom. The UP button reverses this process. By use of UP or DOWN buttons, it is possible to 'fine tune' its position on the wall.
- 2) Screen retraction is the reverse process; there is an automatic limit stop once fully retracted. Don't forget to switch off at the wall switch afterwards.
- 3) There should no need to adjust the black rocker switches, mounted high up at the left hand end of the screen case. Please leave them alone.

Projector – basic connections

The Epson projector is mounted in the rafters and can be linked to a wide range of AV equipment including a laptop, DVD player or audio equipment.

- 1) Switch on the projector using the wall switch below the projector screen. The switch neon illuminates and an orange LED also illuminates on the base of the projector.
- 2) Connect an AV source to the projector using one of the three leads that hang down in the corner of the hall. Alternative connections are:
 - a) Black phono plug (for connection to a video or S-Video source)
 - b) 15-pin mini sub connector (for connection to a laptop)
 - c) Multi-pin HDMI connector (for AV sources with an HDMI output)
- 3) Switch on the projector using the Epson remote control 'on' button BEFORE switching on any AV source. The projector takes a few seconds to warm up; the LED changes colour to flashing green and eventually to solid green. The projector is pre-set to display centrally onto the screen and cannot be adjusted from the ground using the remote.
- 4) In the unlikely event the displayed image is not focused correctly, adjust by twisting the lens on the front. You will need to carefully use the step-ladder that it kept in the cupboard with the tables. The image position on the wall can be shifted left-right or up-down using the appropriate knurled wheel on the top of the projector BUT THEY DO NOT NORMALLY NEED TO BE TOUCHED.
- 5) Select the appropriate source depending on which connection is used (Video, S-Video, 15-pin Mini Sub or HDMI) by pressing the appropriate buttons (one of six choices - middle panel of the remote). The source selected is momentarily displayed in the bottom left corner of the screen.

The projector as a wide-screen TV or DVD player

The projector can be set up to show DVDs (using the AV equipment on site) or TV programmes (when connected via a suitable digital receiver).

The basic connections are as follows:

1) Unpack all the AV equipment. There are two units; the larger AV bass speaker unit and the smaller black DVD unit (the player / controller). Position both units on a low children's table (the type with a red table top surface) against the end wall below the centre of the screen.

2) Carefully turn the speaker unit onto its end to reveal the connection panel underneath. You will see five different-coloured speaker sockets. Three of the speaker plugs hang down at the centre of the wainscoting, one plug is curled up to the left of the stage door, and the fifth (the audio centre output) connection is left empty. Connect each of the four plugs in turn to its colour-matched socket. Plug in the large cable from the DVD unit into its respective socket on the connection panel. Carefully upright the speaker unit such that all the connected cables protrude out of the rear, against the wall of the hall.

3) **For TV:** Uncoil the white TV aerial lead from the fire exit door upstairs; thread it down the stairs and through the old stage door. Run its lead down the hand-rail, not on the floor, to minimise safety issues. Connect up the mains cables of the digital receiver.

4) **For both TV and DVD:** Connect up the mains power from the wall socket to the AV bass speaker unit. The DVD unit (if being used) does not have a separate mains power connection.

5) **For TV:** Find the lead with a SCART plug one end and coloured flying leads on the other. It is kept in the parts box. Ensure the slide switch on its body is set to 'OUTPUT'. Plug the SCART into the digital receiver – the required socket is normally marked 'TV'. The other end of this connector has three flying leads, coloured yellow, white and red. The red and white leads are plugged into the respective red and white sockets on the rear connection panel of the DVD unit – the 'TV in' connectors at the far left end of the panel. The yellow flying lead is the video output; connect this to the S-Video lead from the projector hanging from the corner of the hall. Connect the white aerial lead to the aerial 'IN' socket of the digital receiver.

Or 5) **For DVD:** Connect the projector HDMI flying lead to the rear of the DVD unit.

6) **For both TV and DVD:** Switch on mains power to all equipment. Increase the volume of the DVD unit to 50 (its range is from 1 to 80 but it is inaudible below a setting of about 40). The volume level selected is shown on the DVD front display.

7) **For TV:** Check that the DVD unit is switched to receive from the 'TV' input. Successive pressing DVD remote "Select' button' cycles through possible sources in the sequence Radio, DVD, Sat and TV sources – as shown on the display of the DVD unit. Audio should now be heard.

Or 7) **For DVD:** Set the 'Select' button of the DVD remote for 'DVD' input.

8) **For TV:** Set the projector to the 'Video' source.

Or 8) **For DVD:** Set the projector to 'HDMI' source.

Refer to Para. 5) in the section 'Projector – basic connections' above on how to undertake step 8.

The screen should now display the appropriate image. Adjust projector image size and focus if necessary. For most presentations, the DVD volume needs to be set around 70 for the sound level to be loud enough.