Procedures for Connecting Laptops to Mounted Dell Projectors

Connecting a Laptop to a Mounted Projector

1. A black cable marked "projector" is located in the middle of the conference room table. This cable is connected to the mounted projector.

2. Connect this projector cable to the connection on the back, or side, of the laptop.

Male cable on Table   *Female connection on Laptop*

3. Turn the projector on using the projector remote, which is mounted from a curly cable in the middle of the table. Wait 30 - 60 seconds.

4. Turn on the laptop.

5. The projector may display a large blue "Dell" connection screen. The screen will automatically adjust to the white board size when it connects to laptop. This may take 30 seconds.

6. If your projected image does not appear on the screen, hold down the Fn key on the laptop while toggling the F8 key until the projected image appears. Then release.

7. Turn off the projector when your meeting has concluded. The red "off" is on the remote.

Connecting to the UCOP Wireless Network

Launch the Web browser and, if asked, select CONTINUE. Enter **ucop guest** as the user ID and **welcome** as the password. Then press ENTER.

*Note: The projectors have already been focused and adjusted for laptop use. They should not be further adjusted. If you have any problems, please contact the TechDesk at TechDesk@ucop.edu or call 7-0457 for immediate help.