Bank Street College of Education

What's in the Classroom:

In the classrooms you'll find

- A Projector
- A Wall Panel
- A Mac Mini
- A Document Cam
- A Wireless set of Mouse and Keyboard
- A USB Hub
- A Wireless Speaker



The Mac Mini in every classroom usually lives in cabinet near the board. A wall panel near the board has the controls for the projector.

- Press the On button and allow 1-2 minutes for the projector to warm up and display an image.
- If the screen doesn't shows a blue screen or displays something different from the computer, confirm the Mac Mini is on, a light near the black circle on the front of the machine should indicate it is on.





- To change to input for the projector use the button/s under "Source"

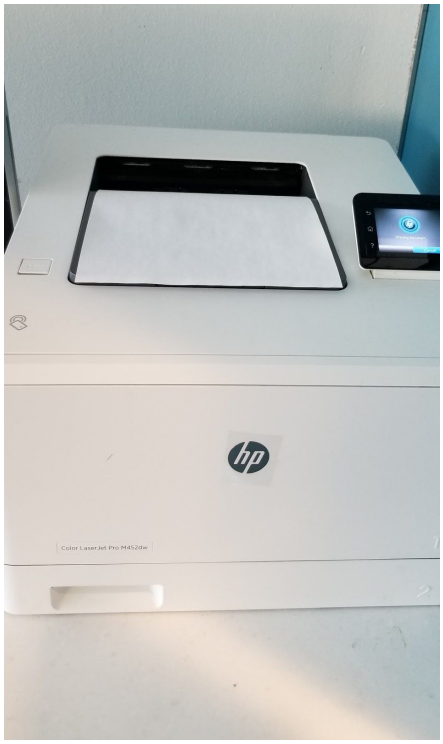
Note: Most models have seperate on/off buttons, for models with only an On button, press it twice to turn off the screen.



The Mouse & Keyboard in every room, labeled according to room, are able to control the computer from anywhere in the room.

Note:If the mouse is behaving jumpy or has a lag unplug the USB Hub from the computer, the hub has been known to cause interference with bluetooth signals.

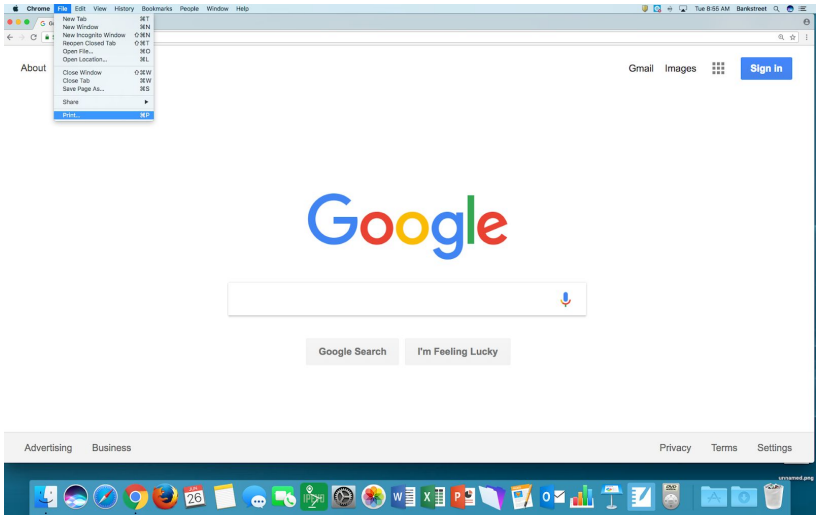
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Printing

Not every classroom will have a printer, but those that do, the printers are already installed and the computers in the classrooms and will be named accordingly i.e. 709 Printer

When printing on a Mac you can either:
Click File, and select Print…



Or you can use the keyboard shortcut
Command + P

You will be shown a print preview.
Here you can select how many copies to print, whether to print in Color or B&W, and whether print two sided or not (Not all printers have this feature)

