

# IDM Monitor Standard Operating Procedures

## LEKGOTLA 4

Lekgotla 4 is a single room (*previously Lekgotla 4A and Lekgotla 4B, the dividers are to be kept open*)

**SWITCH** on the Monitor(s), Press “**ON**” remote button (*if the monitor takes a while to turn on press the **ON** button behind the monitor, press and hold the **ON** button till monitor is switched **ON***)

**HDMI Matrix Switch** is behind the Monitor in seminar room *previously Lekgotla 4A.*

If Using **One Monitor**:

- Individual room projection in seminar room previously **Lekgotla 4A**, ensure that **1** is selected on the **4X4 HDMI Matrix Switch** for **4A** output switch. **HDMI Cable** in 4A must be connected to the **laptop port**.
- Individual room projection in seminar room previously **Lekgotla 4B**, ensure that **2** is selected on the **4X4 HDMI Matrix Switch** for **4B** output switch. **HDMI Cable** in 4B must be connected to the **laptop port**.

OR

If Using **Both Monitors**:

- Dual room projection, ensure that **1** is selected on the **4X4 HDMI Matrix Switch** for both **4A** and **4B** outputs. **HDMI Cable** in **4A** must be connected to the **laptop port**.
- Dual room projection, ensure that **2** is selected on the **4X4 HDMI Matrix Switch** for both **4A** and **4B** outputs. **HDMI Cable** in **4B** must be connected to the **laptop port**.

## HDMI CABLE CONNECTION

Press “**OK**” and select “**Any Language, Any Continent, and Any Country**”- It doesn’t matter what options are selected.

The Monitor(s) will show “**Automatic time of 4 hrs**”, press “**OK**” on the remote.

The Monitor will show “**No Signal**”, immediately press “**Input**” on the remote, and select the **HDMI** option from the Input List.