Using Projection Devices
This step sheet will help you understand how to connect and use your computer with a projection device to enhance audience viewing of computer lessons or presentations.

Types of Projection Devices
There are a variety of projection devices available to connect to desktop or portable computers. They include:

- Ceiling-mounted Projectors to Screens
- Projection to a TV
- Portable Projectors to Screens

Ceiling-mounted Projectors
If you are lucky enough to be working in a facility that can afford ceiling-mounted projectors, you will have access to a clearly marked connection system and probably a technician to assist you. But, if you have to figure it out for yourself, the following generic steps will help.

Step 1
Connect one end of the monitor cable to your computer. Generally, the cable size and shape should match on your computer (typically in the back panel of the computer). If not, there may be some adapters available at the site.

Step 2
Connect the other end of the monitor cable to the outlet wired to the ceiling-mounted projector. Usually, the cable will already be connected for you. If not, find the cable with the corresponding socket and connect it.

Step 3
Turn the projector on and then turn on the computer. Make sure to turn them on in this order as your computer may need to sense activity on the monitor port before it will provide a video signal. If you have any difficulty getting the video to sync, use your monitor’s control panel to select a resolution that will readily synch to your projector. You may also need to utilize the monitor’s control panel to drag monitor 2 to monitor 1. This will allow you to project the screen image to the projector.
Step 4
Some computers will allow you to display images on the computer and projection device at the same time. You may need to locate and turn on Video Mirroring from the Control Strip or Control Panels.

Connecting and Projecting to a Television

Using a Scan Converter
There are many models of televisions with a variety of ways to connect. Use these steps as a generic guide. If you have a television that only supports composite (rca type) connections or only catv (cable television style) connections, your best bet is to use a “scan converter”. Focus (and several other companies) make scan conversion devices that will allow you to effectively connect a computer to a television. To connect using a scan converter, plug the cable from the out port of the scan converter to the in port of the television. Plug the in cable of the scan converter into the computer. Turn on the scan converter, turn on the television, turn on the computer.

Using SVHS or Television Out Card
If your computer has SVHS or a Television out card you can utilize it by simply plugging in the correct cables and tuning to the video in port on your television. If your television has ports for adapters/plugs on the front of the television use these as they will force the television to look at that port first. Make sure video mirroring is turned on the computer. Turn on the television, turn on the computer.

Using Composite Out
If your computer has composite out you can utilize it by simply plugging in the correct cables and tuning to the video in port on your television. If your television has ports for adapters/plugs on the front of the television use these as they will force the television to look at that port first. Make sure video mirroring is turned on the computer. Turn on the television, turn on the computer. The quality of this method is not as good. This should be an emergency choice only. Try to use a scan converter if possible.
Connecting to a Portable Projection Device

Step 1
Connect one end of the monitor cable to your computer. Generally, the cable size and shape should match on your computer (typically in the back panel of the computer). If not, there may be some adapters available at the site.

Step 2
Connect the other end of the monitor cable to the outlet wired to the ceiling-mounted projector. Usually, the cable will already be connected for you. If not, find the cable with the corresponding socket and connect it.

Step 3
Turn the projector on and then turn on the computer. Make sure to turn them on in this order as your computer may need to sense activity on the monitor port before it will provide a video signal. If you have any difficulty getting the video to sync, use your monitor’s control panel to select a resolution that will readily synch to your projector. You may also need to utilize the monitors’ control panel to drag monitor 2 to monitor 1. This will allow you to project the screen image to the projector.

Step 4
Some computers will allow you to display images on the computer and projection device at the same time. You may need to locate and turn on Video Mirroring from the Control Strip or Control Panels.