

Business Building Classroom Technology - Document Camera

i Use your SUNY card to unlock the equipment rack. If you experience difficulty please contact Customer Service 518-442-3480.

At the end of your class, close the equipment rack door and make sure it locks. The next instructor must swipe in with their own SUNY card.

To use the Document Camera (doc cam)

- Locate the wireless Crestron touch panel
- Touch the screen to begin
- Select SIMPLE SWITCHING (the screens will lower and the projectors will turn on)
- Select Doc Cam as your source
- Pull the doc cam drawer out of the equipment rack
- Extend the arm of the doc cam by pulling the light grey tab found on the doc cam arm
- Press the power button located at the top left of the doc cam
- Press the light button
- Adjust the camera for optimal viewing



Need more help? Submit an [ITS Service Desk Request](#).