




## Connecting your laptop to a projector

1. Make sure your computer and laptop are both turned off.
2. Connect the video cable (usually VGA) from your laptop's external video port to the projector.
3. Plug your projector into an electrical outlet and press the "power" button to turn it ON.
4. Turn on your laptop.
5. If you need audio for your presentation, connect the laptop's "audio out" port to the projector, or to another sound system.

6. Sync the projector and laptop by holding down the FUNCTION key  and pressing one of the following keys to toggle:  
   

*(Note: Depending on your computer, you may have to use a different F key than those listed above.)*

7. If you've made it this far, you should only need to adjust the focus, dim the lights, and fire up your presentation! If you need additional help with your setup, please feel free to call Media Services at 320.222.5584 and we'll be happy to give you a hand.