Contact List

- For LCD Projector, Screen or Touch Panel assistance, contact MSC via email, msc@usna.edu, call 410-293-4028 or stop by our service desk, Nimitz G001 (Hours 0730-1600).

- For IT (if you are in need of a laptop computer) assistance, contact David Tyler via email, tyler@usna.edu, call 410-293-7143 or call your ITSD department CRU.

- If you are in need of the microphone, contact the Chaplain’s Office at 410-293-1100.

IMPORTANT! — Please note that the core hours for MSC assistance are 0730 to 1600 M-F, other departments may vary. If you require set-up or assistance on the weekend or after hours, you will need to make arrangements with all parties involved prior to the event to ensure that you have the equipment in your hands and in working order prior to your event. MSC does NOT provide after hour or weekend support.

Getting Started In Mitscher Auditorium

IMPORTANT!

* If you are in need of the microphone see the Chaplain’s office.
* You are required to provide your own laptop. If you need one, please see your department CRU (IT REP).

Using the LCD Projector

This room is operated with the touch panel located on the wall, stage left. (When on stage facing the audience, stage left is to your right.)

- To begin, touch the screen to turn on the panel. (A)
- Once the screen is on, press the “Begin Session Auditorium” button displayed on the screen (B). This will turn on the projector. (Be patient, the projector needs to warm up.)
- Once the projector is on you need to bring the projector screen down using the up/down switch also located on the wall, stage left (C). (You do not have to stop the screen while going up and down, it will stop.
- Once the projector has warmed up, the panel will display your input options which are VHS Player, DVD Player, Computer Presentation and TV (D). For Laptop press “Computer Presentation.”
- After selecting “Computer Presentation,” a “PC Sources” window will appear (E) prompting which side of stage you need. Choose “Stage Left.”

PLEASE TURN OFF THE PROJECTOR AND RAISE SCREEN WHEN FINISHED!

When you are finished, press the “STOP Quit” buttons located at the bottom of each screen. Once you have turned off the projector, the panel will alert you that the projector is cooling down. Please raise screen by pressing the up button (C).