



Superior Court of California County of Sonoma

Civil and Family Law Courthouse – Courtroom Audio Visual Abbreviated Flip Top Media Center Instructions for Attorneys and Litigants

Revised 05/08/09

Courtroom Counsel Table Audio Visual Media Center

A Crestron QM-FTMC Flip Top Media Center is located on each of the counsel tables in each courtroom (see photos). Available connections for use by attorneys and litigants include:

1. Laptop VGA
2. 3.5mm Stereo Audio Jack
3. S-Video
4. Composite Video
5. AC Power



Connect Laptop/Laptop Audio

1. Connect laptop to COMPUTER jack (VGA cable)
2. Connect laptop audio to AUDIO jack (3.5mm Stereo Audio)
3. Set laptop to “monitor mode” or “mirror monitor mode” (i.e. Fn, F5)
4. Set laptop to 1024x768 screen resolution (Control Panel/Display Settings)
5. Courtroom staff will activate video projection from AV touch panel control



Connect Video Equipment/Document Projector/etc.

1. Connect video equipment by connecting S Video or composite video cables to S-VIDEO or VIDEO jacks
2. When connected, courtroom staff will activate the audio and video using the courtroom AV touch panel controller

Connect “Audio Only” (i.e. Mp3 player, CD player, etc.)

1. Connect audio source to AUDIO on media center (3.5mm)
2. Or ... connect audio source to the red and white S VIDEO or VIDEO connections using audio cables with RCA (male) connectors
3. When connected, inform courtroom staff - they will activate the connection (if needed)



Please bring the appropriate cables to connect to the media centers:



VGA

3.5mm Audio

S Video

Video

