

Equipment Operation/Task	Name & position of mentor with whom you worked on this operation/task	School Date Equipment Make/Model	Your Reflections (What seemed tricky/difficult or what do you think you'll have trouble remembering? Any special tips you learned?)
<p>Replace a bulb in an overhead projector, Elmo presenter, or similar presentation device</p>	<p>Ann Dietrich, Media Specialist Dalton High School</p>	<p>Dalton High School 09/30/2011</p> <p>ENX 5 & ENX Bulbs</p> <p>3M 1700AJE 1706 Overhead Projector</p> <p>3M 1800BJ2 1000 Overhead Projector</p>	<p>I learned that the ENX bulb burns brighter, but the ENX5 lasts about twice as long. The two types of bulbs are interchangeable.</p> <p>Every projector seems to open differently. We only have a few left (replaced by Elmos), and they all are a bit different. Some lift to reveal the bulb; others are secured with screws. The tricky part is to pull the lever toward you to release the bulb.</p> <p>You should also remember that oils from your hands can blow the bulb. You should handle bulbs with tissue, and of course, make sure the projectors are unplugged.</p>
<p>Replace a bulb in an LED video/computer projector</p>	<p>Ann Dietrich, Media Specialist Dalton High School & Tony Miller, Dalton High School Technology Dept. Technition</p>	<p>Dalton High School 09/29/2011</p> <p>NEC VT 695 LED Projector</p>	<p>We only buy these bulbs as needed. Some are \$500-\$600. Bulbs for the newer projectors are about \$200.</p> <p>Only the technology department technicians are allowed to change the bulbs. I watched a tech do a mock bulb change. I have changed them before when I was at another school.</p> <p>I noticed he did not unplug the power cable, but I know I would do that first. The projector was ceiling mounted. So he talked as he worked and I watched from below. He removed the door. (Thank goodness it was on the bottom.) Next, he loosened the two screws that hold the whole bulb housing piece in the projector. This entire piece must be replaced.</p> <p>I did learn that after several thousand hours of use, the bulb will not work even though it has not blown. This is supposed to reduce the possibility of the bulb breaking and damaging the projector lens.</p>

<p>Setting up and using an LED projector with computer & video input device</p>	<p>Ann Dietrich, Media Specialist Dalton High School</p>	<p>Dalton High School 09/30/2011</p> <p>NEC VT695 LED Projector Sanyo DVD & VCR Combo (2005)</p> <p>Dell Desktop</p>	<p>This is part of my regular job duties. The RCA cables that connect from the projector to the video device (Sanyo Combo) are color coded. Connect to the projector in terminals and the video device out terminals. The VGA cable connects the projector to the computer.</p> <p>I know that no matter how many times I do this the tricky part is remembering to use the out terminals on the video device and to select the source for the projector.</p>
<p>Setting up and using a student response system (student “clickers” system)</p>	<p>Ann Dietrich, Media Specialist Dalton High School</p>	<p>CPS Pulse Student Response System by eInstruction.</p>	<p>I used to use the Turning Point Clickers when I was a classroom teacher. I think the device was simpler, but I think the software for the CPS Pulse Clickers is more user-friendly.</p> <p>In our school the software is already loaded on every staff member’s desktop or laptop. This was the first time I had used these, and I volunteered for this since it is my job to train teachers on the use. I needed the opportunity to familiarize myself with this brand. There are many, many steps involved, but anyone who is willing to try should be able to use some of the simple options. At present only the math teachers have these, but the science teachers are interested. I made a step by step directions file for teachers. I think it is easier to understand with my words and screenshots than the directions in the online file.</p>
<p>Setting up and using an interactive student whiteboard system (SmartBoard, Promethean, etc.)</p>	<p>Ann Dietrich, Media Specialist Dalton High School</p>	<p>Dalton High School 09/27/2011</p> <p>SmartBoard front projection interactive whiteboard by Smart Technologies</p> <p>I could not find the model #, but It looks just like the D600 model we had at my previous school. I even looked in the circulation records and could not find the model #. I do know it was purchased in 2008.</p>	<p>This is another one of my regular duties.</p> <p>Because our system already has the software(Smart Notebook) loaded on all staff desktops and laptops the process is fairly simple. The main thing to remember is that the USB from the SmartBoard goes directly into the desktop or laptop. You must have a projector connected to your desktop or laptop as well. Many people prefer to use speakers in larger rooms. When you have your connections you can power everything on.</p> <p>Some people find calibrating/orienting the device difficult, but I have done it so many times I don’t see it as a hurdle.</p> <p>Honestly, the most difficult thing is to avoid using the wrong markers. When I finish using a SmartBoard and revert back to a LED projector or a pull down screen or white markerboard, I catch myself swiping and touching the board out of habit. We buy very few SamrtBoards now. Instead, we provide SmartSlates.</p>