

Using a Video Projector and Lexmark T640 Printer in the Classroom

Overview: As part of the student refresh program, a Lexmark T640 Printer is available with each wireless cart. This module will assist you in using the printer effectively in your classroom. In addition, this module will assist you with connecting a video projector to the Macintosh iBook Laptop and give you some ideas of how to use it with students in the classroom. The video projector and the Lexmark T640 printer are additional technologies to support the learning environment.

To complete this module, view each video tutorial by clicking on the titles. At the end of the module, complete the Self Check and Classroom Connection activities to check your understanding before proceeding to the next topic. You may wish to download and print the Self Check document before you start and complete it as you proceed through the tutorials. The Classroom Connections document will help you align the technology skills you learned in the module to your own individual curriculum and instructional practices. The User Guide provides additional information that may not be found in the tutorials and serves as a reference guide for later use.

A. Using a Video Projector in the Classroom

1. What Video Projectors Can Do

B. Setting Up a Video Projector and Connecting It to a Laptop Computer

1. Getting Started Using a Video Projector

2. Positioning the Video Projector

3. Connecting the Video Projector to the Laptop

4. The Video Projector Control Panel

5. Powering Up the Video Projector

C. Video Projector Adjustments

1. Selecting the Image Source
2. Focus and Zoom Adjustments
3. Keystone Adjustment

D. Projecting Sound

1. Projecting Sound Through the Video Projector
2. Projecting Sound Through External Speakers

E. Powering Down the Video Projector

1. Powering Down the Video Projector

Self Check: Using a Video Projector - Download

Directions: Download this document and complete the activities. Correct answers can be found by reviewing the video tutorials and/or referencing the User Guide.

[Proj_013_SCheckMacPC.pdf](#)

Classroom Connections: Using a Video Projector - Download

Directions: Download this document. Given the typical classroom scenarios given, explain how using a video projector can enhance learning in the classroom given your own curriculum.

[Proj_014_CCMacPC.pdf](#)

User Guide: Using a Video Projector - Download

Directions: Download the User Guide as a print reference for providing additional resources on connecting and using a video projector in the classroom.

[Proj_000_UserGuideMacPC.pdf](#)

Using a Printer in the Classroom

A. Printer Operator Panel

- 1. Operator Panel Overview**
- 2. Operator Panel Buttons**
- 3. Navigating the Operator Panel**

B. Printing a document

- 1. Printing**

C. Canceling Print Jobs

1. Canceling a Job from the Operator Panel
2. Canceling a Job from the Taskbar running Windows XP
3. Canceling a Job from the Desktop running Windows XP
4. Canceling a Job from a Mac OS X computer

D. Loading Paper or Other Media

1. Loading Standard Trays
2. Loading the Multipurpose Feeder

E. Troubleshooting

1. Clearing Jams
2. Troubleshooting the Toner Cartridge

Self Check: Operator Panel - Download

Directions: Download this document and complete the activity. Correct answers can be found by reviewing the video tutorials and/or referencing the User Guide

[Lexmark_013_OP_SelfCheck.pdf](#)

Classroom Connections - Download

Directions: Download this document and complete to help establish guidelines for student use of the printer in your classroom.

[Lexmark_014_ClassroomDF175.pdf](#)

User Guide: Lexmark T640 Printer - Download

Directions: Download the User Guide as a print reference to understanding the Lexmark T640 Printer.

[Lexmark_015_UserGuide.pdf](#)

End of Module 4 - Thank you!

You have completed the Module 4 of 4 Modules in the Refresh Staff Development. If you have completed the modules in order, the next step to earn Inservice will be to take the Post-Test and score 85%.