How do I manually raise or lower the projector screen?

Tell Me

There are two options to use to raise or lower the projector screen manually: through the touch panel or by using a wall switch.

**Touch Panel Method:**

1. On the home page of the touch panel, press the **System Tools** button in the bottom right corner.

2. The projector screen controls are on the right side of the System Tools page. Press **Screen Up** to raise the screen. Press **Screen Down** to lower the screen.

**Wall Switch Method:**

1. Locate the **Projector Screen Wall Switch**. It can typically be found on a wall near the projector screen.
1. To raise the screen, press the **UP** button. To lower the screen, press the **DOWN** button. To pause the screen while it is being raised or lowered, press the **STOP** button.

## Related FAQs

- How do I connect a laptop to the smart podium using HDMI?
- How do I request software to be installed on a classroom computer?
- How do I sign out (log off) of Windows 10?
- What does the System Help button do?
- How do I use the podium microphone?