

Learning Environments user guide: Using laptops with OS X

The following is a guide to connecting a laptop using OS X to the projection system in shared teaching spaces and meeting rooms at the University of Melbourne.

Please be aware that not all laptop computers are created equal!

Laptops differ depending on the model, manufacturer and operating system installed. Because of this, we cannot guarantee your laptop will work straight away when connecting it to a teaching spaces' projection system.

To avoid delays, we recommend you familiarise yourself with connecting your laptop to an external monitor or projector.

Starting up the multimedia system

This generally involves touching the touch panel screen. Refer to the specific guide for the teaching space for instructions on how to operate the projection system - see the Learning Environments room database for details:

<http://le.unimelb.edu.au/room/room-search.html>

Connecting your laptop

Connect your laptop to the teaching space's multimedia system before starting your laptop:

1. Connect to lectern power.
 2. Connect the installed VGA or HDMI cable to your laptop.
 - You will need to supply an adapter to connect to the installed VGA or HDMI cable – the type of adapter differs depending on what model laptop you are using.
- NOTE: Your adapter may not be the same as the adapters displayed.
- Connect this adapter to the installed VGA or HDMI cable and plug it into the corresponding output on your laptop.
 3. Connect to the network point (if required).



Mini DisplayPort to VGA adapter



Mini DisplayPort to HDMI adapter

See "Connecting to the network" for step-by-step instructions on how to configure your laptop's network settings.

Turning on your laptop

1. Press the power button on your laptop.
 - If your laptop has been in standby mode, we recommended that you restart it.
2. Wait while the operating system starts up.

Starting the projector

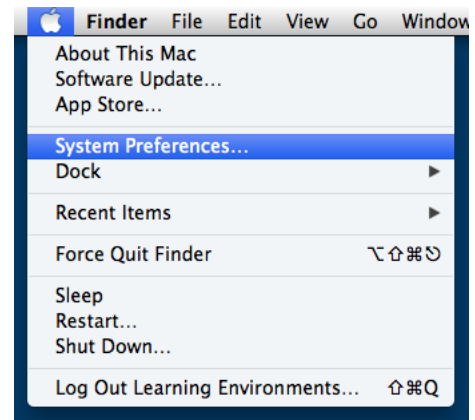
See the relevant guide for instructions on using the multimedia system in a teaching space:

<http://le.unimelb.edu.au/room/room-search.html>

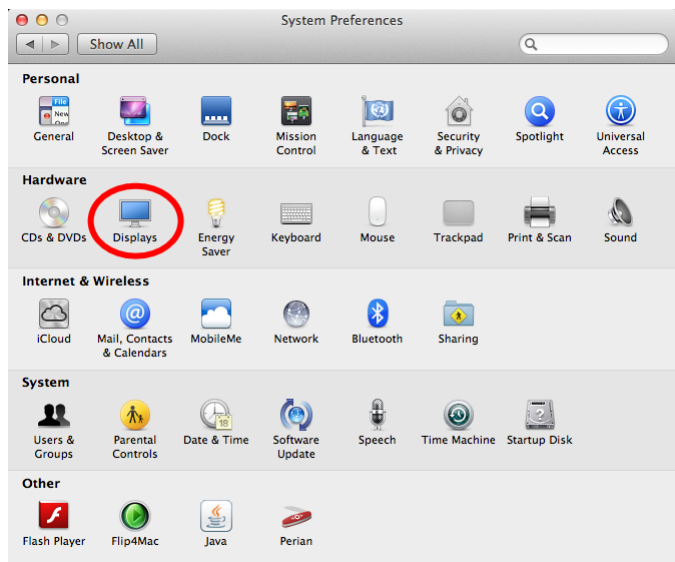
Changing display settings

Most laptops automatically display when connected to a data projector - if your laptop does not automatically display or is displaying incorrectly, follow these instructions to mirror the display output of your laptop.

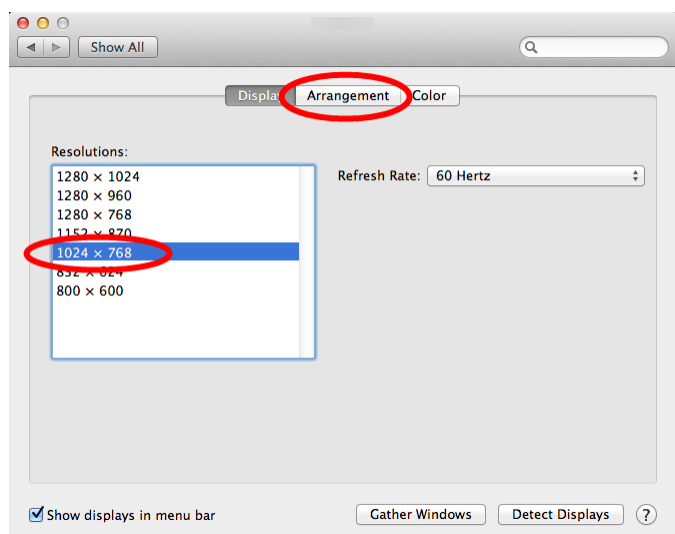
1. Click the Apple menu in the top left corner of the desktop.
2. Select **System Preferences**.



3. Click **Displays**.



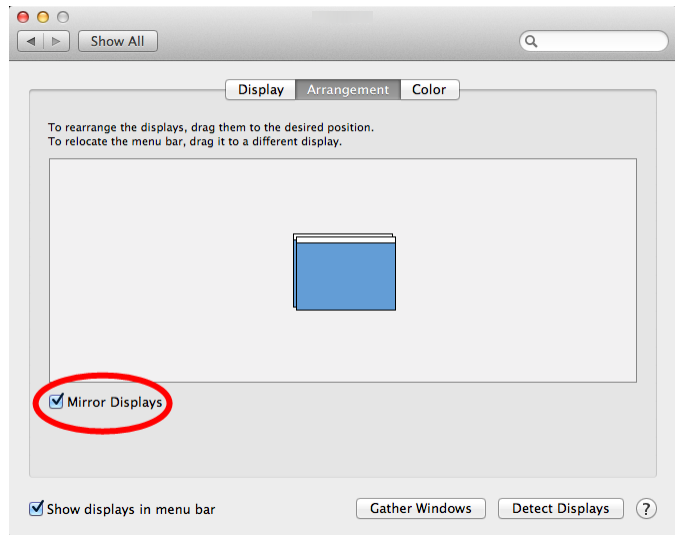
4. Under **Resolutions**, click **1024x768**.
5. Click the **Arrangement** tab.



6. Click **Mirror Displays**.

The laptop image and the projected image will now be the same.

7. Close the **System Preferences** window.



NOTE: Next time your laptop is used with an external projector, the same settings should return, as long as the laptop is connected to the projector input BEFORE the laptop is powered up.

Connecting to the network

You can connect to the University of Melbourne network via wireless or a physical network port. See here for information about connecting to the wireless network:

<https://its.unimelb.edu.au/help/networks-access/networks-internet/connect-wireless>

Laptop network ports in shared teaching spaces are connected to the Centrally Allocated Teaching Spaces (CATS) network, served by DHCP.

- Laptops do not need to be registered for DHCP to allocate an IP number on the CATS network.
- The IP number and host name allocated on the CATS network will differ from those allocated in your normal work and home environment. This may limit access to network services which are restricted by IP number.
- Record all of your original settings before making any changes.
- **If you have any doubts, contact your LITE (Local IT Expert).**

Connecting the supplied blue Cat 5 cable to your laptop's Ethernet port should automatically connect your laptop to the university network. The connection process takes approximately 20 seconds.

NOTE: MacBook Air laptops do not have a built in Ethernet port – you need to supply your own USB-to-Ethernet adapter.

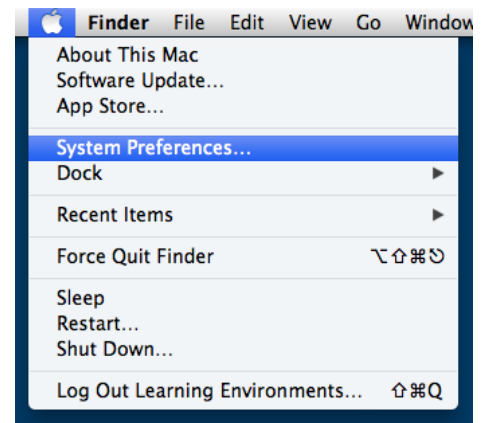


Cat 5 cable

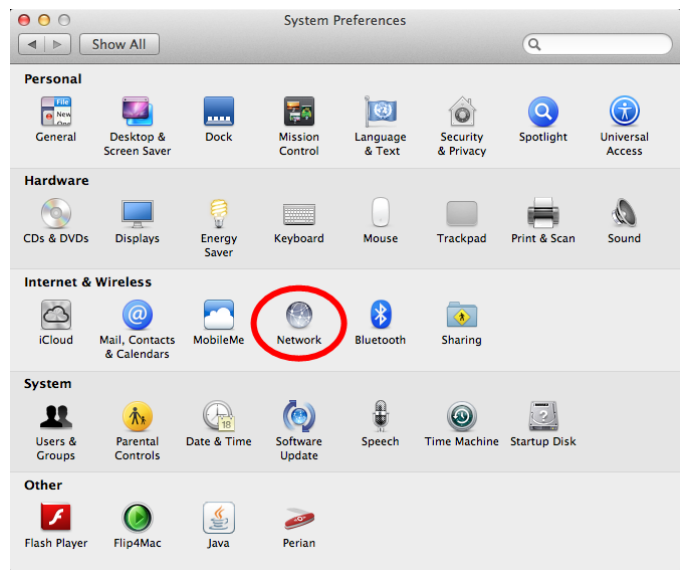
If, after connecting the Cat 5 cable, you still do not have network connectivity, follow the instructions below to enable DHCP on your laptop.

Changing network settings

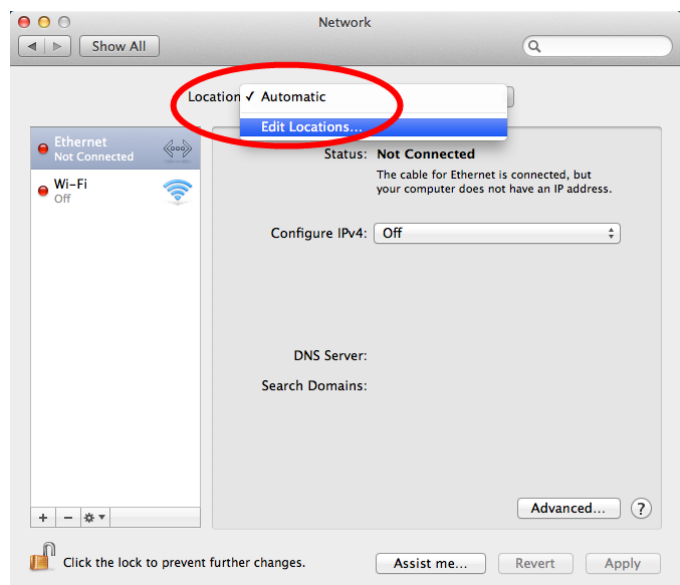
1. Click the Apple menu in the top left corner of the desktop.
2. Select **System Preferences**.



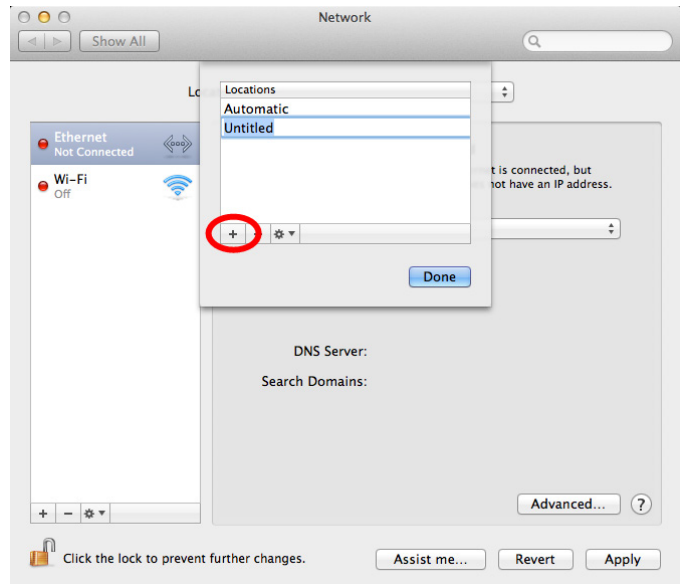
3. Click **Network**.



4. On the **Location** menu, click **Edit Locations....**

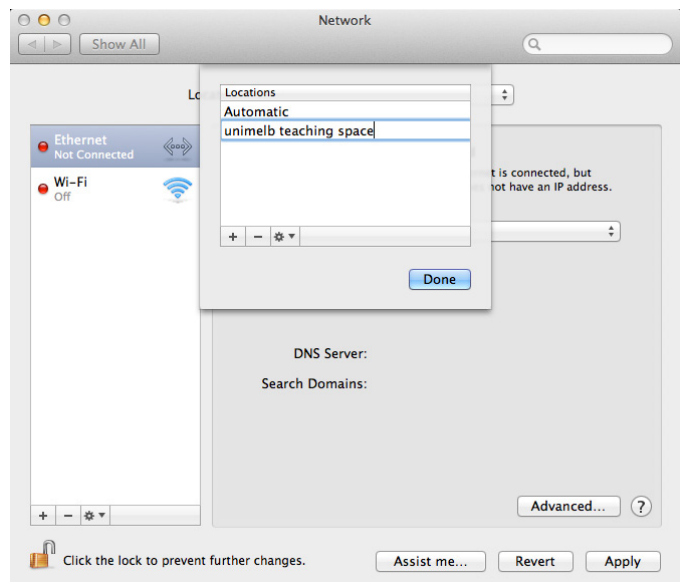


5. Click the **+** sign.



6. Enter "unimelb teaching space".

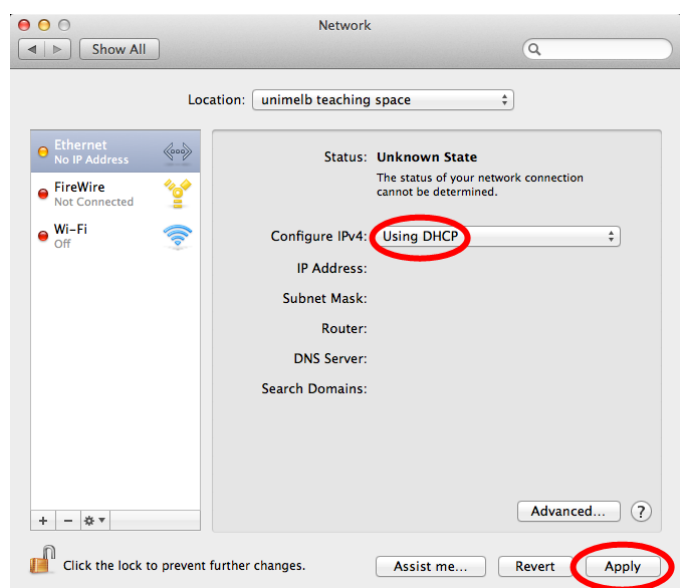
7. Click **Done**.



8. On the **Configure IPv4** drop-down menu, select **Using DHCP**.

9. Click **Apply**.

10. Close the **System Preferences** window.



Next time you want to connect your laptop to the network in a University of Melbourne shared teaching space, select "unimelb teaching space" from the **Location** menu.