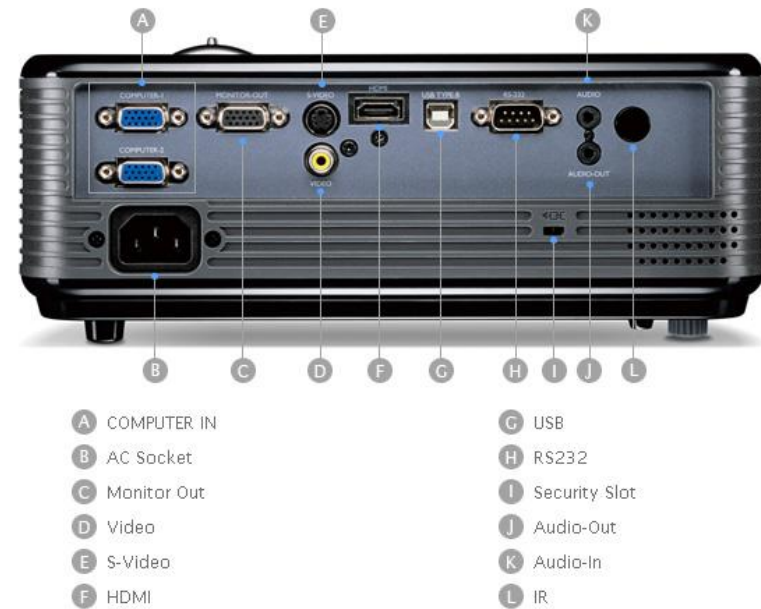


A HANDY GUIDE TO TRANZAC'S DIGITAL PROJECTOR

TRANZAC offers use of a digital projector and a projection screen at no charge to our patrons booking events in the Main Hall.

To use the projector, you must bring your own laptop, DVD player or other media playback device to connect to the projector.

This document provides some information about the projector and projection screen, how to connect the projector to your laptop/dvd player/media device, and which additional components you might be required to provide in order to make our projector compatible with your device.



PROJECTOR MAKE AND MODEL

TRANZAC's digital projector is model **BENQ MS-510**. For detailed technical specifications, see the BENQ website, here:

<http://www.benq.ca/product/projector/ms510/specifications>

CABLES AND ADAPTERS

The digital projector is compatible with 3 popular types of inputs: **VGA**, **HDMI** and **RCA**. (See image at right.)

TRANZAC provides a **60-foot long VGA cable**, a **60-foot long RCA cable** and a **25-foot long HDMI cable**.

Depending on what type of laptop/device you have and where you are going to position the projector and the laptop/device within the room during your event, you may need to bring an **input adapter** and/or an **extension cable** of your own.

DO YOU NEED TO BRING AN ADAPTER?

That depends. What type of device will you be connecting to our projector? It's most likely one of the following...

PC (Windows) LAPTOP: Most PC laptops are equipped with either **VGA or HDMI output ports** (see image at right). If your laptop is equipped with one of those output ports, you do not need to bring an adapter. We can plug our projector cable right into your laptop.

DVD PLAYER: Most DVD players are equipped with **RCA or HDMI output ports** (see image at right). If your DVD Player is equipped with one of those output ports, you do not need to bring an adapter. We can plug our projector cable right into your DVD player.

MAC LAPTOP: Most Mac Laptops are NOT equipped with either VGA, HDMI or RCA output ports. Mac laptops usually require an adapter to connect to VGA or HDMI cables. **If you're using a Mac laptop, you must bring the necessary adapter to connect your Mac laptop to our VGA or HDMI cables. (An adapter to connect your Mac to a VGA cable is preferable.)**



DO YOU NEED TO BRING A CABLE?

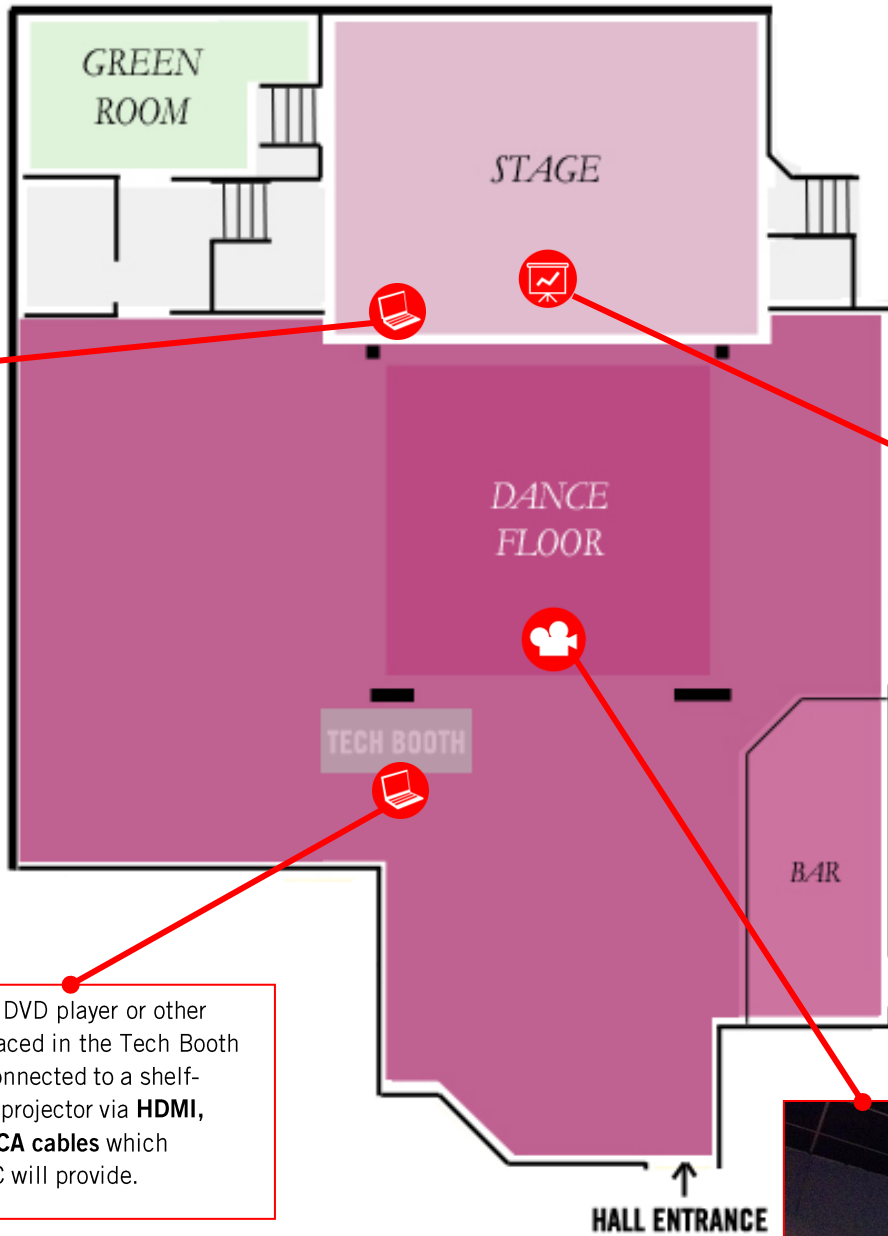
Most people don't need to bring a cable to connect their device to our projector. But if you need to operate your laptop/device far apart from where the projector will be mounted, you might need to bring your own extension cable to connect them.

Where will you be aiming the projector, and where in the room will your laptop/media device be operated from? (See floor plan next page.)

I WILL BE PROJECTING VIDEO ONTO THE BIG SCREEN IN FRONT OF THE STAGE, AND I CAN OPERATE MY LAPTOP/DEVICE FROM THE TECH BOOTH: Great! TRANZAC will mount the projector on a shelf above the dancefloor, point it towards the screen, and TRANZAC will provide cables long enough to reach your device (no matter whether you're connecting via VGA, HDMI or RCA). You don't need to bring any cables.

I WILL BE PROJECTING VIDEO ONTO THE BIG SCREEN IN FRONT OF THE STAGE, AND I NEED TO OPERATE MY LAPTOP/DEVICE FROM ONSTAGE, OR FROM A PODIUM/TABLE IN FRONT OF THE AUDIENCE: OK! TRANZAC will mount the projector on a shelf above the dancefloor, point it towards the screen, and TRANZAC will provide **VGA or RCA** cables long enough to reach your laptop/device. However, if you need to connect your device to the projector via **HDMI output** (see image above), you will need to bring your own HDMI cable at least 60 feet long. (This is because our HDMI cable isn't long enough.)

I WILL BE PROJECTING VIDEO TOWARDS A WALL OR TOWARDS A TRIPOD-MOUNTED SCREEN, OR I WILL BE OPERATING MY LAPTOP/DEVICE FROM SOMEWHERE ELSE IN THE ROOM: You can put the projector anywhere you like in the room. You can project video onto our white walls, or you can bring your own tripod-mounted screen. Our VGA and RCA cables are 60 feet long, and our HDMI cable is 25 feet long; bear this in mind when you're deciding where to place your laptop/media device.



A laptop/dvd player on a table or podium near the stage can be connected to a shelf-mounted projector via **60-foot VGA or RCA cables**, which the Tranzac will provide.

However, if you require an **HDMI connection** from your laptop/dvd player to the shelf-mounted projector, you will need to provide the necessary **HDMI cable**, at least 60 feet long.

A laptop, DVD player or other device placed in the Tech Booth can be connected to a shelf-mounted projector via **HDMI, VGA or RCA cables** which TRANZAC will provide.



THE PROJECTION SCREEN

TRANZAC's projection screen is suspended from the ceiling in front of the red velvet stage curtains. It can be pulled down and retracted back up during events.

The projection screen cannot be moved. If you'd like to project video towards another part of the room, consider projecting onto the room's walls (which are white), or bringing a tripod-mounted projection screen.



THE PROJECTOR SHELF

The projector is usually mounted on a shelf above the dancefloor, approx. 20 feet back from the projection screen.

But the projector can be moved to anywhere in the room you like. Our technical team can assist you with moving it and setting it up.

TRANZAC MAIN HALL