



Town of Essex - Information Systems

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Title: Shaheen Room Rojector – Connecting a laptop

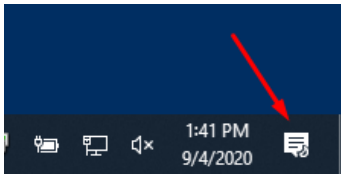
Created By: J Barron

Date: October 1, 2021

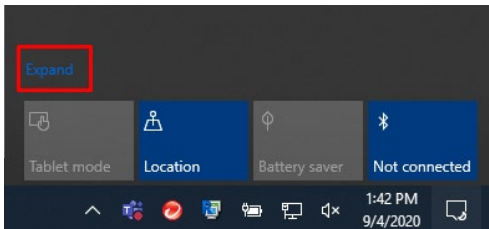
To cast your laptop screen to the projector in the Shaheen Room.

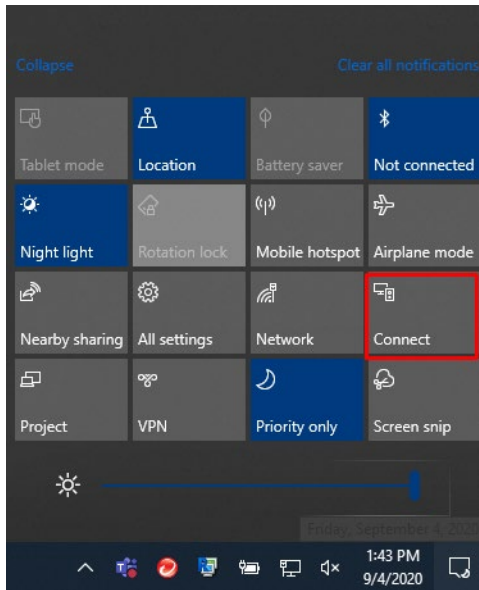
Ensure the Projector is set to **HDMI 2** – This is done by the Source Button on the Remote.

In the bottom corner of your laptop, click the **Action Centre** icon at the bottom right of your laptop

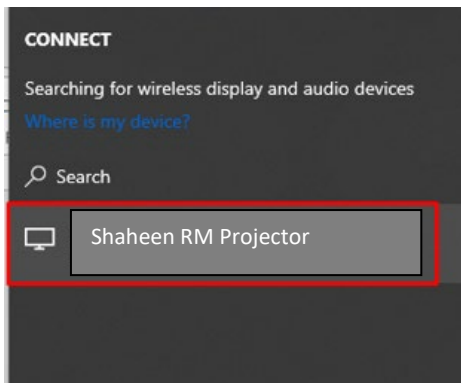


Then click **Connect** (you may need to expand first)





Select **Shaheen Rm Projector**



Select and click Connect.

Please contact the **Helpdesk** if you require any assistance.

helpdesk@essex.ca