

# maxell

## Lecture Capture Station User's Manual – Safety Guide

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Thank you for purchasing this Lecture Capture Station.

### **WARNING**

- Before using, read these user's manuals of this product to ensure correct usage through understanding. After reading, store them in a safe place for future reference.
- Incorrect handling of this product could possibly result in personal injury or physical damage.
- The manufacturer assumes no responsibility for any damage caused by mishandling that is beyond normal usage defined in these manuals of this product.

### **NOTE**

- The information in this manual is subject to change without notice.
- The manufacturer assumes no responsibility for any errors that may appear in this manual.
- The reproduction, transmission or use of this document or contents is not permitted without express written authority.

## About The Symbols

Various symbols are used in this manual, the user's manual and on the product itself to ensure correct usage, to prevent danger to the user and others, and to prevent property damage. The meanings of these symbols are described below. It is important that you read these descriptions thoroughly and fully understand the contents.

### **WARNING**

This symbol indicates information that, if ignored, could possibly result in personal injury or even death due to incorrect handling.

### **CAUTION**

This symbol indicates information that, if ignored, could result possibly in personal injury or physical damage due to incorrect handling.

## Typical Symbols



This symbol indicates an additional warning (including cautions). An illustration is provided to clarify the contents.



This symbol indicates a prohibited action. The contents will be clearly indicated in an illustration or nearby (the symbol to the left indicates that disassembly is prohibited).



This symbol indicates a compulsory action. The contents will be clearly indicated in an illustration or nearby (the symbol to the left indicates that the power plug should be disconnected from the power outlet).



This symbol indicates mandatory actions.



This symbol indicates prohibited actions.

## Do not open

	<table border="1"><tr><td><b>CAUTION</b></td></tr><tr><td>RISK OF ELECTRIC SHOCK DO NOT OPEN</td></tr></table>	<b>CAUTION</b>	RISK OF ELECTRIC SHOCK DO NOT OPEN	
<b>CAUTION</b>				
RISK OF ELECTRIC SHOCK DO NOT OPEN				
CAUTION / TO REDUCE THE RISK OF ELECTRIC SHOCK DO NOT REMOVE COVER(OR BACK) NO USER-SERVICEABLE PARTS INSIDE REFER SERVICING TO QUALIFIED SERVICE PERSONNEL				



The lightning flash with an arrowhead within a triangle is intended to tell the user that inside this product may cause risk of electrical shock to persons.



The exclamation point within a triangle is intended to tell the user that important operating and/or servicing instructions are included in the technical documentation for this equipment.

# Safety Precautions

## WARNING

### **Never use the product if a problem should occur.**

Abnormal operations such as smoke, strange odor, no image, no sound, excessive sound, damaged casing or elements or cables, penetration of liquids or foreign matter, etc. can cause a fire or electrical shock.

In such case, immediately turn off the power switch and then disconnect the power plug from the power outlet. After making sure that the smoke or odor has stopped, contact your dealer. Never attempt to make repairs yourself because this could be dangerous.

- The power outlet should be close to the product and easily accessible.



Disconnect the plug from the power outlet

### **Use special caution for children and pets.**

Incorrect handling could result in fire, electrical shock, injury, burn or vision problem.

Use special caution in households where children and pets are present.



### **Do not insert liquids or foreign object.**

Penetration of liquids or foreign objects could result in fire or electrical shock. Use special caution in households where children are present.

If liquids or foreign object should enter the product, immediately turn off the power switch, disconnect the power plug from the power outlet and contact your dealer.

- Do not place the product near water (ex. A bathroom, a bench, etc.).
- Do not expose the product to rain or moisture. Do not place the product outdoors.
- Do not place flower vases, pots, cups, cosmetics, liquids such as water, etc on or around the product.
- Do not place metals, combustibles, etc on or around the product.
- To avoid penetration of foreign objects, do not put the product into a case or bag together with anything except the accessories of the product, signal cables and connectors.



### **Never disassemble and modify.**

Modification and/or disassembly of the product or accessories could result in fire or electrical shock.

- Never open the case.
- Ask your dealer to repair and clean insides.



Do not disassemble.

### **Do not give the product any shock or impact.**

If the product should be shocked and/or broken, it could result in an injury, and continued use could result in fire or electrical shock.

If the product is shocked, immediately turn off the power switch, disconnect the power plug from the power outlet and contact your dealer.



### **Do not place the product on an unstable surface.**

If the product should be dropped and/or broken, it could result in an injury, and continued use could result in fire or electrical shock.

- Do not place the product on an unstable, slant or vibrant surface such as a wobbly or inclined stand.
- Use the caster brakes placing the product on a stand with casters.
- Do not place the product in the side up position.



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## Safety Precautions(continued)

### **WARNING**

#### **Be cautions of High temperatures of the product.**

High temperature may be generated. It could result in fire or burn. Use special caution in places where children are present.

Do not touch about the air fans and ventilation openings during use or immediately after use, to prevent a burn. Take care of ventilation.

- Keep a space of 2 cm or more between the sides and other objects such as walls.
- Do not place the product on a metallic table or anything weak in heat.
- Do not place anything about the air fans and ventilation openings of the product.
- Never block the air fan and ventilation openings.
- Do not cover the product with a tablecloth, etc.
- Do not place the product on a carpet or bedding.



#### **Use only the correct power cord and the correct power outlet.**

Incorrect power supply could result in fire or electrical shock.

- Use only the correct power outlet depending on the indication on the product and the safety standard.
- The enclosed power cord must be used depending on the power outlet to be used.



#### **Be cautious of the power cord connection.**

Incorrect connection of the power cord could result in fire or electrical shock.

- Do not touch the power cord with a wet hand.
- Check that the connecting portion of the power cord is clean (with no dust),before using. Use a soft and dry cloth to clean the AC and DC plug.
- Insert the AC plug into a power outlet firmly. And insert the DC plug into a DC 24V connector of product firmly. Avoid using a loose, unsound outlet or contact failure.



#### **Be careful in handling the power cord and external connection cables.**

If you keep using a damaged the power cord or cables, it can cause a fire or electrical shock. Do not apply too much heat, pressure or tension to the power cord and cables.

If the power cord or cables is damaged (exposed or broken core wires, etc.), contact your dealer.

- Do not place the product or heavy objects on the power cord and cables. Also, do not place a spread, cover, etc, over them because this could result in the inadvertent placing of heavy objects on the concealed power cord or cables.
- Do not pull the power cord and cables. When connecting and disconnecting the power cord or cables, do it with your hand holding the plug or connector.
- Do not place the cord near the heater.
- Avoid bending the power cord sharply.
- Do not attempt to work on the power cord.



#### **Be careful to the volume When using headphone or earphone.**

If you continue to use it for a long time at a loud volume that stimulates your ears, your auditory capacity may be greatly impaired.



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## Safety Precautions(continued)

### CAUTION

#### **Be careful in moving the product.**

Neglect could result in an injury or damage.

- Do not move the product during use. Before moving, disconnect the power cord and all external connections.
- Avoid any impact or shock to the product.
- Do not drag the product.
- For moving the product, use the provided case.



#### **Do not put anything on top of the product.**

Placing anything on the product could result in loss of balance or falling, and cause an injury or damage. Use special caution in places where children are present.



#### **Do not attach anything other than specified things to the product.**

Neglect could result in an injury or damage.

- When attaching the rack mount to the main unit, be sure to use the provided screws. Using other screws may cause failure, fire, or electric shock.



#### **Avoid a smoky, humid or dusty place.**

Placing the product in a smoke, a highly humid, dusty place, oily soot or corrosive gas could result in fire or electrical shock.

- Do not place the product near a smoky, humid or dusty place (ex. A smoking space, a kitchen, a beach, etc.). Do not place the product outdoors.
- Do not use a humidifier near the product.



#### **Avoid a high temperature environment.**

The heat could have adverse influence on the cabinet of the product and other parts. Do not place the product and other parts in direct sunlight or near a hot object such as heater, etc.



#### **Avoid Magnetism.**

Manufacture strongly recommends to avoid any magnetic contact that is not shielded or protected on or near the product itself. (ie., Magnetic Security Devices, or other product accessory that contains magnetic material that has not been provided by the manufacture etc.) Magnetic objects may cause interruption of the product's internal mechanical performance which may interfere with cooling fans speed or stopping, and may cause the product to completely shut down.



#### **Remove the power cord for complete separation.**

- For safety purposes, disconnect the power cord if the product is not to be used for prolonged periods of time.
- Before cleaning, turn off and unplug the product. Neglect could result in fire or electrical shock.



Disconnect the plug from the power outlet

#### **Be careful to the volume When using headphone or earphone.**

If you raise the volume too much from the beginning, you may suddenly get loud noise and damage your ears. Please increase the volume little by little.



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## Safety Precautions(continued)

### NOTE

#### **Take care of the cabinet.**

Incorrect care could have adverse influence such as discoloration, peeling paint, etc.

- Use a soft cloth to clean the cabinet and front panel of the product. When excessively soiled dilute a neutral detergent in water, wet and wring out the soft cloth and afterward wipe with a dry soft cloth. Do not use undiluted detergent directly.
- Do not use an aerosol sprays, solvents, volatile substances or abrasive cleaner.
- Before using chemical wipes, be sure to read and observe the instructions.
- Do not allow long-term close contact with rubber or vinyl.

#### **Turn the power on/off in right order.**

To prevent any trouble, turn on/off the product in right order mentioned below unless specifying.

- Power on the product after the computer or other device.
- Power off the product before the computer or other device.

#### **Set the sound volume at a suitable level to avoid bothering other people.**

- It is better to keep the volume level low to protect the neighborhood environment.

#### **Connecting with notebook computer**

When connecting with notebook computer, set to valid the RGB external image output (setting CRT display or simultaneous display of LCD and CRT).

Please read instruction manual of the notebook for more information.