

Using the Logitech R400 Wireless Presenter for PowerPoint presentations

Remove the USB wireless receiver from the thick end of the R400. This is under the word “logitech”.

Plug the receiver into a spare USB slot on your laptop. If this is the first time this has been used you may need to download and install the Windows drivers for the device. *You may receive a message to advise you that they have installed and the device is ready or if they have not you will have to investigate further, and find the drivers via an Internet search. (See Footnote)* Assuming they have installed correctly, slide the battery cover open and insert the two AAA batteries (observing correct polarity). Replace the cover.

Look at the device and starting from the top, you will see an indicator that looks like a small vertical line and below it is an indicator that looks like a battery. Below them are two buttons with left and right hand chevrons and below them are two buttons which look like a drawing of a TV. The left one has a right pointing arrow in it and the right one has a blank screen.

On the left hand side is an on/ off button, when the device is switched on the green section is visible and when it is switched off the red section is visible. If you switch the device on and observe the top display you will see the battery indicator glow green for around two seconds. If you are unsure that the device is switched, on press the Red button and the top display will glow red and the laser pointer will switch on. Please ensure you are not pointing in anyone’s face when you do this.

Open the PowerPoint file on your computer; it will display the home tab where you can see your various slides in “List View”. If you want to change to the “Slide Show View” press the bottom left hand button on the device and you will be taken to the first slide in the list. (This is the same as using the mouse to start the slide show “From Beginning”). If you have pre-recorded your presentation to display slides for a set time and then move on, then you can wait until the last slide has displayed then stop the presentation by pressing the bottom left hand button again.

If you have not pre-recorded slide timings and want to advance to the next slide press the right chevron button, if you want to move back press the left chevron button. If you want to stop the presentation and go back to the original (List) view simply press the bottom left button again. If at any point you want to make the screen go blank press the bottom right hand button, and to make it switch on again press the same bottom right hand button again.

If you want to point to something on a projected screen simply point the device at the screen and press the top red button. Please take care not to point the laser at anyone’s face since the laser can damage someone’s eyesight.

IMPORTANT


When you have finished your presentation switch the device off, unplug the USB receiver from the computer and replace it in the end of the device. Please remove the batteries, and store them along with the device in the supplied small black bag.


Return the R400 wireless presenter to the projector bag.


NB. Ignore this at your peril.


If you are using the wireless presenter on a particular laptop for the first time you need to check it will work BEFORE you attempt to do a presentation. This is important especially if there is NO Internet access at the venue you are using since you may not be able to download the necessary drivers and the device may NOT WORK.


Quick Guide to Indicators, Switches, Buttons & Functions


Top Vertical Bar – 

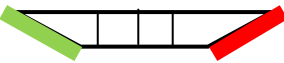
Glows Red to indicate that you have switched on the laser pointer. 



Green Battery Indicator -  Lights for about 2 seconds when you move the slide switch to the On position.



Pointer Button -  Switches on the laser pointer

Left chevron -  Moves back one slide for each press

Right chevron -  Moves forward one slide for each press

Slide switch on the left hand side – 
ON when green is showing - OFF when red is showing


 This button starts and stops the slide show


 This button switches the computer screen OFF and ON