

# TEL Station Upgrade

## Instructions for replacing old VCR, AT Products Harvard Elite and cables

Old Equipment	New Equipment
Any number of models and makes of VCRs	Sony DVD/VCR Combination
AT Products Model SSD	AT Products AT2001
10 or 15 feet of Audio and Video cables	Three 3 foot long cables

### Note:

- All the equipment associated with the TEL Station belongs to your park and old items should be disposed of using proper property management procedures.
- Equipment needs were determined from the survey you filled out last year. You should only have received items that are outdated and need upgrading. If your park went out and purchased a DVD Recorder, you should not get one from TEL. If you feel you have not been shipped the correct replacement items, email Jim Boyd.
- Because there are several different configurations of equipment and cables that you might receive, follow the instructions below, but leave in place those items you already have that will be part of the new setup.
- If you have a computer on the cart you need to decide if it should be removed or not. A computer has not been part of the TEL Station for several years and unless you use it for park related activities, (showing PowerPoints on the TV.) you might want to take it off the cart. If it is original to your TEL Station it is very old and out of date. Like all the equipment it belongs to you and should be disposed of using proper property management procedures.

**Read these instructions all the way through before starting work.** The last page in this document is an illustrated Wiring Diagram of the cable connections. Pull this out and refer to it as you go through the instructions for the first time.



**Required Tool:** Standard Diagonal Side Cutters

Any size, but 5 ½ inch would be best. Use cutters to cut the cable ties, which are hard plastic. For safety reasons cutting these ties with a knife or scissors is **NOT RECOMMENDED**.

## GETTING STARTED

1. Please take note, by making a drawing, of how the audio and video cables are currently connected to the TV set. When the equipment upgrade is completed the new cables will be connected to the TV just as they are now.
2. On the second shelf of the cart cut all cable ties behind the VCR and the Harvard Elite, using the cutters. Many of these cable ties were connected to black tie down pads which connected the cable mass to the cart. By cutting these cable ties the whole cable mass can be removed. There is a chance that the power cables for the old VCR and Harvard Elite (AT Products push-to-talk black box,) were also tied down with these pads. Cut the cable ties on the power cables as well. **Do not cut any cable ties for cables attached to the cart legs.**
3. If you have a computer that you will be removing, disconnect all associated cables between the computer and TV cutting cable ties as needed.
4. Disconnect and remove all cables from the back of the VCR, the Harvard Elite, **EXCEPT**:
  - The microphone cable running from the Harvard Elite to the first Push-to-Talk microphone.
  - The Panamax Surge Protector stays with two coax cables connected. (Coax cable is your standard TV cable with connects that screw on.) One coax cable coming from the wallplate into the Surge Protector and the other cable leaving the surge protector and going to the new DVD/VCR Recorder.
  - Two phone lines also go through the Surge Protector. One line comes from the wallplate and the other phone line will reconnect to the new Harvard Elite.If the phone cable and/or the coax cable from the wallplate do not go through the Surge Protector, but run straight into the VCR for the coax and into the Harvard Elite for the phone line, in the new setup these cables can bypass the Surge Protector as well.

- Remove the VCR and the old Harvard Elite with its power supply. The power cords might be cable tied down to the cart, if so, cut these ties.

Again, this equipment belongs to you; do with it as you please. The Harvard Elite can be kept as an emergency backup or setup in a second viewing location.

## INSTALL NEW EQUIPMENT

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| <ol style="list-style-type: none"> <li>Unpack all equipment and inspect for physical damage.</li> <li>Plug in the Sony DVR/VCR, and AT Products Harvard Elite and verify each unit will power-on. If you have damaged or failed equipment, call the Convergent Help Desk (866-488-6655) to report the problem. Request to have replacement equipment shipped out ASAP. Damaged or failed equipment should be tagged and shipped back to Convergent per their return instructions.</li> </ol> | <ol style="list-style-type: none"> <li>Place the Sony DVD/VCR where the VCR was and the Harvard Elite in the same place as the old model on the second shelf.</li> <li>Connect AC power cords to the Panamax Surge Protector. For neatness, coil remaining cord and secure with enclosed cable ties, one for each power cord. Do not connect cable ties to the old hold down pads. Both the DVD/VCR and the Harvard Elite should be able to be removed from the cart without having to cut a cable tie.</li> </ol> |
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## Coaxial Cable

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| <ol style="list-style-type: none"> <li>Connect the coax cable from the surge protector to the UHF/VHF IN jack on the back of the Sony DVD/VCR Recorder. See illustrated diagram. As you look at the back of the DVD/VCR Recorder, the UHF/VHF connector is all the way over on the right, the top connector.</li> </ol> | <ol style="list-style-type: none"> <li>Screw the connector down tight. There should <b>NEVER</b> be a coax cable running from the DVD Recorder to the TV set.</li> </ol> |
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## Video Cable

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| <ol style="list-style-type: none"> <li>From the set of three short cables that you received find the one with Yellow connectors on both ends.</li> <li>On the back of the Sony DVD/VCR Recorder, push one end into the Line Out jack (all the Line Out jacks are in the third row of jacks from the right). It is the Yellow jack on the bottom.</li> </ol> | <ol style="list-style-type: none"> <li>Run the cable up through the hole in the top shelf to the back of the TV and plug it into the Video In jack. It could be called Line In or Aux In. (Use the same Yellow jack as in the old setup, see Wiring Diagram.)</li> </ol> |
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## Audio Cables

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| <ol style="list-style-type: none"> <li>You should have two remaining cables that have a Red and a White connector on one end which merges down to one Black connector at the other end. Grab one of these cables.</li> <li>At the back of the DVD/VCR Recorder, in the same row as you plugged in the yellow video connector (Line Out), connect the Red cable end to the Red jack (Right Audio Line out) and connect the White cable end to the White jack (Right Audio Line Out).</li> <li>The other end goes to the Harvard Elite connecting below the icon of the satellite dish. Looking at the back of the Harvard Elite, it is on the right side.</li> </ol> | <ol style="list-style-type: none"> <li>While at the back of the Harvard Elite, plug the Analog Phone line from the Panamax Surge Protector into the icon showing the telephone poles.</li> <li>Plug the cable to the first Push-to-Talk microphone into the icon showing a microphone.</li> <li>The last cable goes from the Harvard Elite to the TV set. This cable also has a Red and a White connector on one end which merges down to one Black connector at the other end. <ul style="list-style-type: none"> <li>The one single connector end goes into the jack on the back of the Harvard Elite showing the TV icon, (upper left). Run it up through the hole to the TV.</li> <li>The Red and White colored ends go into Audio In; the same row/column as the Yellow</li> </ul> </li> </ol> |
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video cable. These are the same jacks as were used in the old setup. See Wiring

Diagram.

## Test

Make sure you have turned on the DVD/VCR Recorder and the TV. **Push in the Satellite Audio button** at the front of the Harvard Elite so it shows **RED**. **Make sure the Internal Speaker button is NOT turn on and is NOT RED**. You should now see an image on the TV and hear the audio coming through the speakers on the TV. You might have to turn the TV volume up.

The ultimate test of a proper install is, one, you can see CNN and two, when you push down on a

microphone button the audio on the TV mutes. If both these things happen, HOORAY, you connected everything correctly. If you can still hear CNN while the microphone button is depressed, then go back through the wiring and make sure everything is connected according to the Wiring Diagram. Again, there should not be a coax cable between the Sony DVD/VCR Recorder and the TV. If there is, remove it.

After rechecking the wiring the system and it still doesn't work properly, give Jim Boyd a call.

## Operation of the new AT Products Harvard Elite AT-2001

Turn on the DVD/VCR and TV.

### Initial Harvard Elite setup:

1. Move the volume slide lever all the way to the left – off position.
2. Press Satellite Audio button – shows **RED** when activated. You should now see and hear CNN.

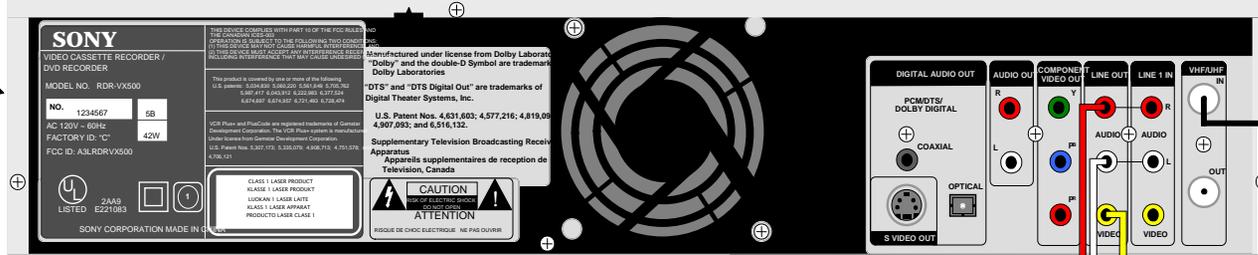
### Connecting to the Push-to-Talk phone bridge:

1. Turn down the volume on the TV monitor.
2. Press the Satellite Audio button to the off position – no red light.
3. Press the Internal Speaker button – light will turn red.
4. Move the volume slide lever to the right about one third of the way.
5. Press the Manual/Answer Call button – you should hear a dial tone. Manual Answer Call button is the same as the hook on a normal telephone. Push to activate you get dial tone and can make a call; push again and the Harvard Elite hangs up.
6. On the keypad, dial the 800 number – depending on your phone system, you may need to dial a 9, 1, etc. to get an outside line. Enter the passcode when prompted by the operator – the automated operator will inform you when you are connected.
7. When connected to the phone bridge, press in the Satellite Audio button (turns red) and move the volume slide lever button all the way to the left - off. The only time the audio does not come out of the TV speakers is this short time as you make the call.
8. When connected to the phone bridge the Harvard Elite should have the following configuration:
  - a. Volume fader all the way to the right
  - b. Internal Speaker button on – shows red.
  - c. Satellite Audio button on.
  - d. Manual Answer/Call button on.
  - e. Auto Answer button is never used with the Park Service Push-to-Talk setup configuration, so is always off.
  - f. Hang up by pushing the Manual Answer/Call button off.

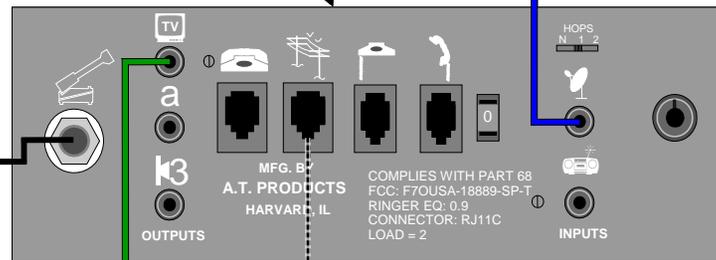
Jim Boyd  
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304-535-6401

# From Telco/LAN Room

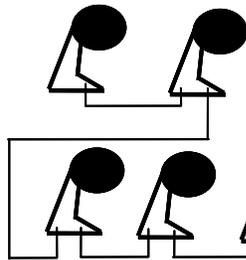
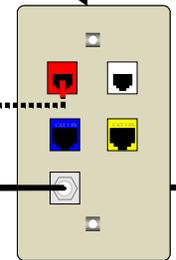
DVR/VCR



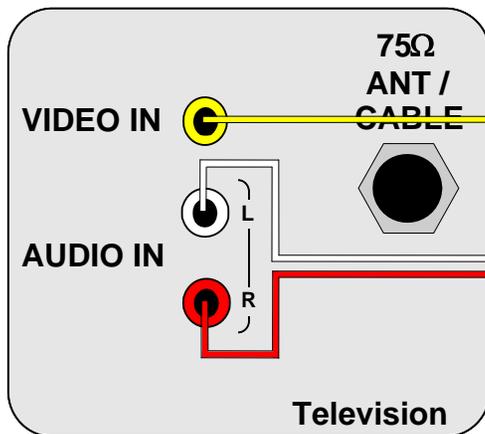
AT-2001 Converter



Wall plate

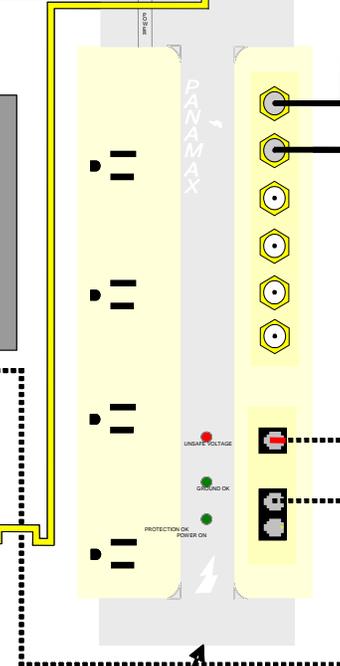


Microphones daisy-chained



Back of TV

Panamax Line Conditioner



# TEL Station