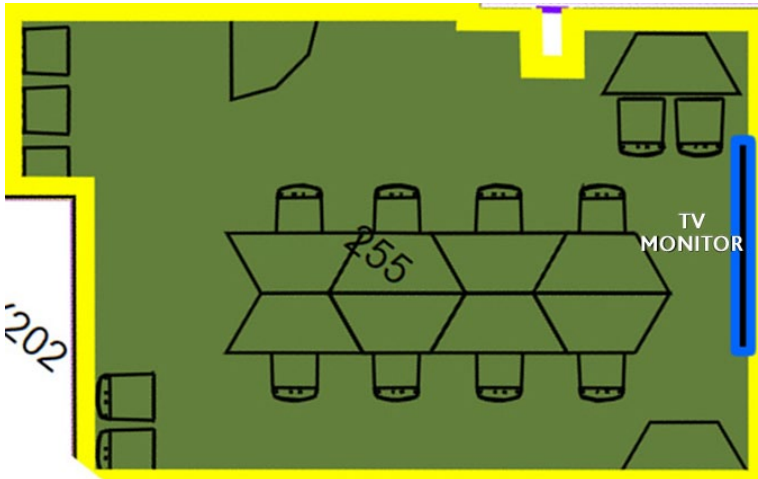




Room layout



AV System

- 1x large TV monitor
- Cisco videoconference codec
- Cisco remote control
- HDMI cable with adaptors

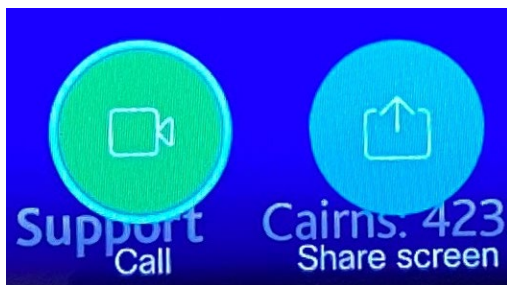
There is no AiO Desktop PC in this room

MS Teams is not compatible with the videoconference system

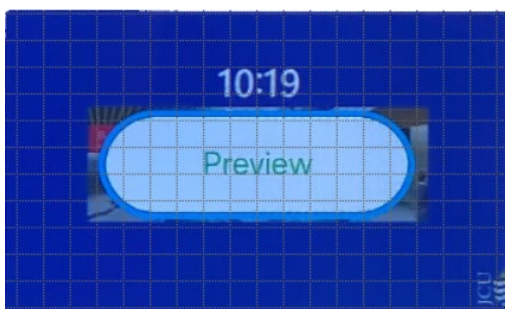
Show presentation

Presentations are shown from a laptop (connected by HDMI cable or wirelessly)

- **Show Laptop connected by HDMI cable**
 1. Connect the HDMI cable to the laptop
 2. Enable the laptop's dual display (duplicate/mirror display)



3. Highlight the **Share Screen button** on the TV monitor with the Cisco remote and tap the **OK** key



4. Highlight the **Preview** or **Share in call button** on the TV monitor with the Cisco remote and tap the **OK** key to view the laptop in full screen mode

- **Show laptop wirelessly** (Cisco Proximity Sharing)
 - ✓ Download, install and run the Proximity software for PC or Mac from proximity.cisco.com
 - 1. Win: Run the Cisco Proximity on the laptop
 - 2. Mac: Run the Cisco Proximity and click the **Share link** on the Proximity popup window

- **Show tablet or smart phone wirelessly** (Cisco Proximity Sharing)
 - 1. Download and launch Cisco **Proximity app** from Google play/App store

Volume control

Press the Volume +/- key on the Cisco remote to adjust the Far end Room volume and playback volume of the PC/laptop – ensure the PC/laptop volume is turned up and not muted.

Camera adjustment

- Adjust the camera by using the **Pan, Tilt** and **Zoom** control keys on the Cisco Remote Control to ensure everyone is visible to the **Far End Room(s)** during video conference calls including Zoom meetings.

Support

AV Technical support Townsville:	Ext. 14643
AV Technical support Cairns:	Ext. 21700
Computers:	Ext. 15500
A/C or electrical faults:	Mex request
Security:	Ext. 16000