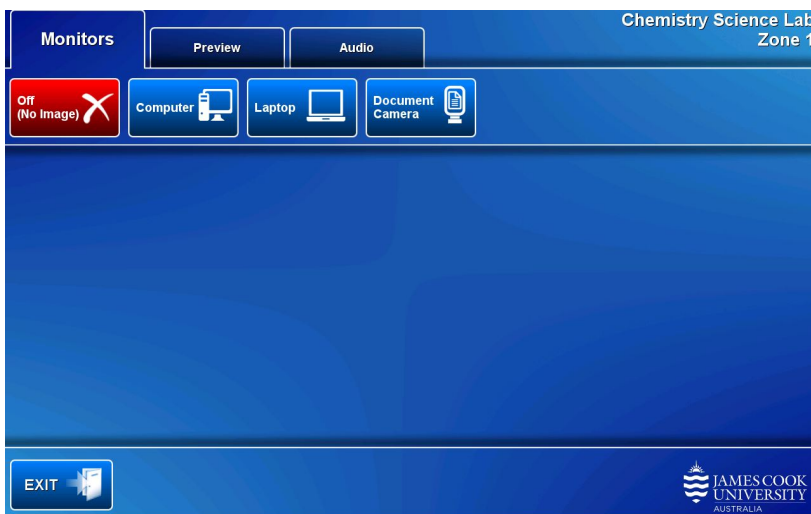


System Components

- Touch panel for AV control
- 5x wall mounted monitors
- All-In-One PC
- Preview monitor
- Visualiser
- 1x Microphone – (lapel) - rechargeable
- HDMI cable and adaptors
- Ceiling mounted speakers
- Hearing Aid Assist

Touch Panel

The touch panel is used for all interaction with the AV system.



Log in to desktop PC

Use the JCU issued username and your password

Duplicate desktop PC/laptop display

Hold down the **Windows key** and press the **P-key** on the keyboard to access the PC display settings. Select 'Duplicate' on the floating menu. To show PowerPoint with notes, select 'Extend' from the floating menu.

Joining areas

Rooms 142-110B and 142-110A can be jointly run from the touch panel in 142-110B by touching the **Join Rooms** button on the 142-110B (Zone 2) touch panel. This is option is available both in local and videoconference mode.

Preview

The media sources can be viewed on the preview monitor before pushing the content to the projector.

Touch the **Preview** tab and a **media source** button to view it on the preview monitor.

Show desktop PC on the monitors

Touch the **Monitor** tab and the **Computer** button. If the presentation contains an audio component, ensure the PC audio is turned up and not muted. We recommend using the VLC media player on the desktop PC to play downloaded material.

Show a laptop on the monitors

Connect the laptop to the AV system by the provided HDMI cable (adaptors available) and ensure the laptop is set to duplicate its display (Win/P or MacBook mirror displays) and touch the **Monitor** tab and **Laptop** button. Ensure the laptop audio is turned up and not muted if the presentation contains an audio component.

Show the visualiser on the monitors

Touch the **Preview** tab and **Document Camera** button and make adjustments for the best viewing angle. When satisfied, touch the **Monitor** tab and **Document Camera** button.

Audio

Touch the **Audio** tab and touch and slide the **Microphone Volume** to adjust the room reinforcement. Touch and slide the **Program Volume** to adjust the playback volume of the PC or laptop. Ensure the PC and laptop audio is not muted and turned up if the presentation contains an audio component.

Support

AV Technical support Townsville:	Ext. 14643
AV Technical support Cairns:	Ext. 21700
Mediasite content:	mediasite@jcu.edu.au
Computers:	Ext. 15500
A/C or electrical faults:	Mex request
Security:	Ext. 16000