



# AV Equipment Guide

## System Components

- Touch panel for AV control
- 1x large flat panel display (quad)
- iMac (1 on lectern and 30 student)
- HDMI cable and adapters
- Document camera
- Wireless microphones (handheld and lapel)
- Presenter camera
- Wall mounted speakers
- Hearing augmentation device

## Log in to desktop PC

Use the JCU issued username and password

## AV Control

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



Content can be pushed independently onto the projector screen and flat panel display.

To show media on the projector screen touch the Projector tab and to show media on the flat panel display touch the Display tab

## Show the desktop PC

Touch the **Computer** button. If the presentation contains an audio component, ensure the PC audio is turned up and not muted.

## Show a laptop

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 **Laptop** button. Ensure the laptop audio is turned up and not muted if the presentation contains an audio component.

## Show the wireless presenter (Kramer)

A laptop, smartphone or tablet can be connected to the presenter. Touch the **Wireless Presenter** button to show the IP address to be used to connect to the presenter. Once the IP address is entered, use the 4-digit code generated on the presenter screen to make the connection.

## Show the document camera

Turn on the document camera and adjust as required using the controls. Touch the **Document Camera** button to show it on the displays.

## Show the presenter camera

A wall mounted video camera is not yet connected to a recording device

## Audio

Ensure the sound follows the device where the presentation is shown (projector or display)

Touch and slide the **Microphone Volume** button to adjust the microphone reinforcement in the room

Touch and slide the **Program Volume** button, located along the bottom of the touch panel, to adjust the playback volume of the desktop PC or laptop. Ensure the PC/laptop audio is turned up and not muted if the presentation contains an audio component.

## Support

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