



# AV Equipment Guide

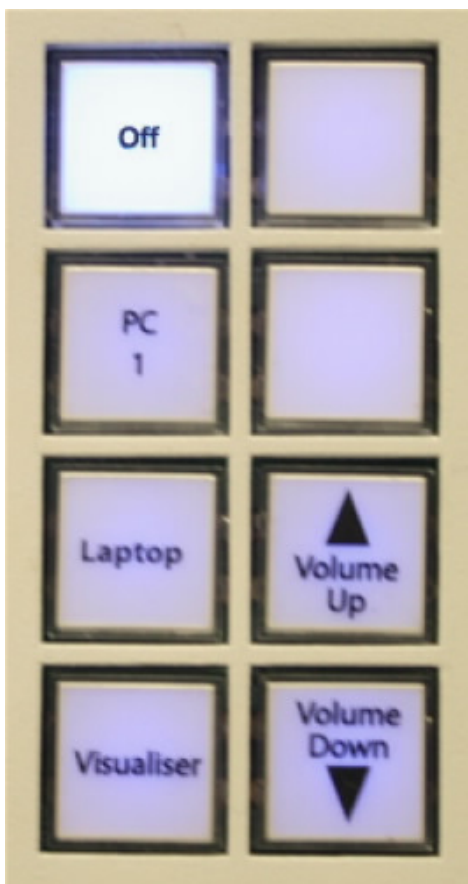
## System Components

The following equipment is connected to the AV system:

- 1x Projector
- All-in-1 desktop PC with inbuilt camera and microphone for Mediasite Desktop Recordings
- Wireless microphone (Not Mediasite enabled)
- Document camera/visualizer
- HDMI, VGA & 3.5mm audio cables – To connect Analog & Digital laptops

## AMX 8-button keypad

The AMX 8-button keypad is used for all interaction with the AV system



Log in to desktop PC

Use the JCU issued username and password

Duplicate or Extend desktop PC 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.

Projector and keypad buttons flashing

- If the **Off button** is lit on the keypad, it will take only a few seconds for the projector to warm up after a media button is pressed. The button will be flashing while the projector is warming up.
- If the **Off button** is flashing, the projector is going through a cool down phase. Please do not press any buttons while a button is flashing.

## Local Presentation

### Show Desktop PC

Press the **PC 1 button** on the keypad to show the desktop PC on the projector screen. We recommend using the VLC media player on the desktop PC to play DVDs.

### Show Laptop

Connect the HDMI or VGA and 3.5mm audio cables, enable the laptop's dual display (Duplicate) and press the **Laptop button** to show it on the projector screen.

### Show visualizer/document camera

Turn on the document camera power and press the **Visualizer** button to show it on the projector screen. Adjust the camera zoom as required.

### Volume control

Volume is controlled by pressing the **Volume Up** or **Volume Down button** on the keypad. Ensure the desktop PC and laptop volume is turned up and not muted if the presentation contains an audio component.

## Support

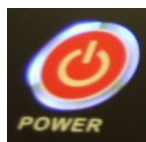
AV Technical support Townsville:	Ext. 14643
AV Technical support Cairns:	Ext. 21700
Mediasite:	LTSE Staff
Computers:	Ext. 15500
A/C or electrical faults:	Mex request
Security:	Ext. 16000

## Lumens Visualizer/document camera

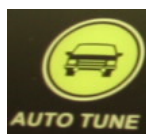
The positioning of the two lamps can be changed manually by moving the individual arms.  
The key features of this device are:

- High Definition
- 20x optical zoom
- HDMI output

### Control buttons



**Power** – press to turn off/on  
Stand-by, indicated by a red glow around the button  
On, indicated by a blue glow around the button

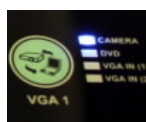


**Auto Tune**  
Press to automatically set best focus and brightness



**Lamp** – the lamp has three settings – press the button to change setting

1. Arm lamp (light from above)
2. Backlight
3. Off



**VGA 1** – The unit defaults to the camera being lit up  
Press the button to change if necessary

Use the controls for brightness and zoom to make finer adjustments to the image.