



# AV Equipment Guide

## System Components

The following equipment is connected to the AV system:

- 1x 75" LCD flat panel display
- All-in-one desktop PC with inbuilt camera and microphone for Mediasite Desktop Recordings
- Wireless Presenter (Kramer ViaGO)
- HDMI cable with Liberty adaptors – to connect 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 your JCU issued username and your 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.

## Local Presentation

Turn the system on by pressing the System ON button

### Show Desktop PC

Press the **PC** button on the keypad to show the desktop PC on the wall mounted flat panel display. We recommend using the VLC media player on the desktop PC to play DVDs.

### Show Laptop

1. Connect the laptop to the AV system using the provided HDMI cable,
2. Duplicate or Mirror the laptop display and press the **Laptop** button to show it on the flat panel display.

### Wireless Presenter

Press the **Present** button on the keypad and follow the on screen instructions for how to connect a BYOD (laptop, tablet or smart phone).

### Volume control

Ensure the desktop PC and laptop volume is turned up and not muted if the presentation contains an audio component. The PC, laptop and wireless presenter speaker volume is controlled by turning the round button on the keypad.

## Support

AV Technical support Cairns:	Ext. 21700
AV Technical support Townsville:	Ext. 14643
Mediasite:	LTSE Staff
Computers:	Ext. 15500
A/C or electrical faults:	Mex request
Security:	Ext. 21293