

## System Components

- Touch panel for AV control
- 1x projector
- PC Monitor (the PC is rack mounted under the table)
- Preview monitor
- Visualiser/document camera
- 2x Microphone – (handheld and lapel) - rechargeable
- HDMI cable and adapters
- Ceiling mounted speakers
- Hearing Aid Assist

## Touch Panel

The touch panel is used for all interaction with the AV system. Once activated, this is what you see!



### 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. The PC is rack mounted under the table top.

## Joining rooms

Rooms 142-022 and 142-023 can be jointly run from the touch panel in 142-023 Master by touching the **Join Rooms** button on the 142-023 touch pan

## Lights

The room lighting is controlled from the touch panel – touch the **Lighting** button and make adjustments as required.

## 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.

### Show desktop PC on the projector

Touch the **Projector** 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 medias player on the desktop PC to play downloaded material.

### Show a laptop on the projector

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

### Show the wireless presenter (Kramer) on the projector

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

### Show the visualiser on the projector

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

### Audio

Touch the **+/- buttons** to adjust the volume levels of the presentation, Lapel Mic and Hand Held Mic. Ensure the PC/laptop audio is turned up and not muted if the presentation contains an audio component.

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### 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