



AV Equipment Guide

Room concept



Groups of eight can collaborate at each of the nine work group tables. Each table is associated with a wall mounted flat panel display, an HDMI cable with DisplayPort, MiniHDMI and MiniDisplayPort adaptors to connect a laptop. To show a laptop at the work group table, push the **Local button** on the wall mounted 8-button control.

System Components

The following equipment is connected to the AV system:

- 9x wall mounted flat panel displays
- 9" tablet for AV control
- All-in-1 desktop PC (at lectern)
- Visualizer/Document Camera (at lectern)
- Wireless presentation device – Kramer Via Pro
- Wireless microphones (lapel & handheld at lectern)
- HDMI cable with adaptors (Display port, mini HDMI and mini DisplayPort)
- Camera – ceiling mounted to capture lectern
- Lecture capture (Mediasite)

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 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 Student Display

To receive a presentation from the lectern, push the **Lectern button** at the work group table controls.

Mediasite Lecture Capture

Audio – the wireless microphones are permanently connected to the AV system and are used to record the presenter's voice. The wireless microphones are provided to allow for freedom of movement and recommended for all recordings.

Presenter video - a presenter camera has been ceiling mounted for the purpose of capturing the presenter. The camera angle can be previewed by touching the **Camera button** on the tablet. There is normally no need to adjust the camera setting before the recording starts.

Presentation - add the presentation to the recording by touching the **Computer** or **Laptop button** as you would for a local presentation.

Local Presentation from Lectern

Show Desktop PC

Touch the **Main PC button** on the touch panel to show the desktop PC on all the monitors. We recommend using the VLC media player on the desktop PC to play DVDs.

Show Wireless

A wireless presentation device (Kramer Via Pro) is available at the lectern. Touch the **Wireless button** on the tablet to show it on all the monitors. See separate page for instructions how to connect a smart phone and laptop to Kramer Via Pro.

Show Laptop

Connect the HDMI cable, enable the laptop's dual display (Duplicate) and touch the **Laptop button** to show it on all the monitors.

Show Visualizer/document camera

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

Show Camera

The camera is mounted in the ceiling and aimed at the lectern. To show and adjust the camera view, touch the **Camera button** on the tablet.

Volume control

PC/Laptop - Touch and slide the **Volume button** at the bottom of the tablet to adjust the audio component of the presentation. Ensure the PC or laptop volume is turned up and not muted.

Microphone – Touch the **mic icon** located at the top right of the tablet to adjust the microphone volume in the room.

Via Connect Pro Wireless Content Display

Content can be pushed from wireless devices (smart phones and laptops) to the flat panel displays in the room. Here is how:

Smartphones:

Download the app



iPhone – Search the App store for Kramer via

Android - Search Google Play for Kramer via

1. Touch the **wireless button** on the tablet
2. Ensure your phone is connected to the Eduroam
3. Open the app
4. Enter the room name IP address 172.25.252.75
5. Enter a nickname for display
6. Enter the room code shown on the monitors
7. Your phone will be shown on all the monitors in the room – rotate the phone to change from portrait to landscape. If you have dropbox on the phone, its content can be shown.

Laptops:

Download an executable file

1. Open your Web browser and enter the IP 172.25.252.75
2. Click on the file format (Win or Mac OS) for your computer. You are prompted to save this file to your computer. Select “OK” and download.
3. Once downloaded, locate the file on your computer (under “Downloads”) and click to launch it. You then see the VIA Connect PRO login screen. Enter a Nickname and the Room Code shown on the monitors. Click on the **Login button** to push the laptop content to the monitors in the room.

Support

AV Technical support Cairns:

Ext. 21700

AV Technical support Townsville:

Ext. 14643

Mediasite content:

LTSE Staff

Computers:

Ext. 21777

A/C or electrical faults:

Mex request

Security:

Ext. 21293