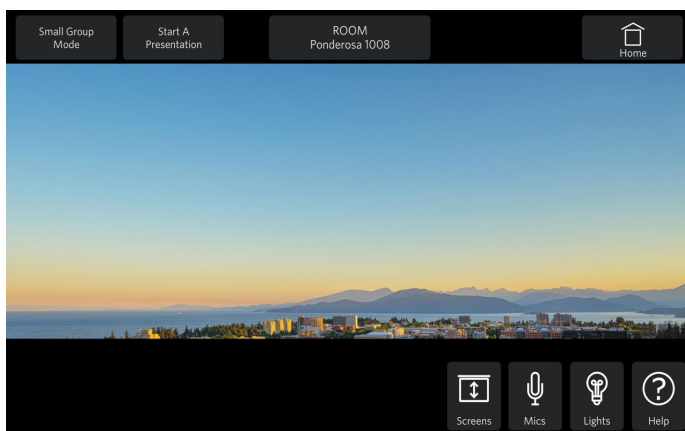


## SELECTING A MODE



For local presentations:

- Press 'Start A Presentation'

For group work:

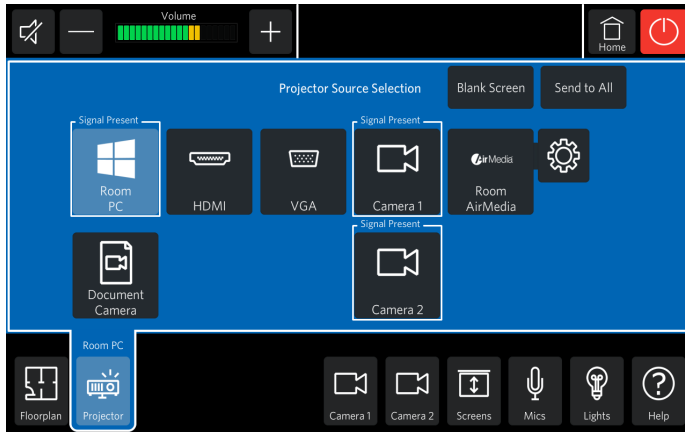
- Press 'Small Group Mode'

For conferencing:

- Choose 'Start A Presentation' for full-room web-conferencing.
- Choose 'Small Group Mode' for up to four simultaneous web-conferences in small groups.

*Each display in the room has a corresponding PC with a wireless keyboard and trackpad.*

## LOCAL PRESENTATIONS



- In local presentation mode, choose a source to display under the 'Projector' tab.
- The Room PC can be used for web-based conferencing using any platform (Skype for Business, Bluejeans, Zoom etc).
- There are two cameras in the room that can provide the webcam feed for conferencing purposes. These can be selected using the 'Camera 1' and 'Camera 2' tabs along the bottom row (more details in the following pages).

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## PRESENTING WIRELESSLY – AirMedia



- Select 'AirMedia' to use the wireless display option with your Mac, PC, iOS or Android device.
- Follow the on-screen display instructions to connect your device.

Address: <http://XXX.XXX.XXX.XXX> CODE: XXXX

### WIRELESS PRESENTATION

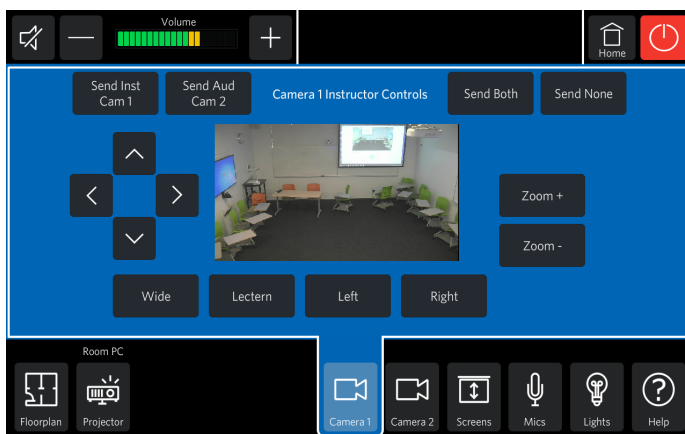
<p><b>FOR WINDOWS OR MAC USERS</b></p> <ol style="list-style-type: none"> <li>1 Connect to "ubcsecure" wireless Using your Campus Wide Login (CWL)</li> <li>2 Open your browser (IE, Chrome, Firefox, Safari, etc.) Enter the IP address listed in the top left of this screen</li> <li>3 Choose Windows or Mac OS X Download and run application</li> <li>4 When the dialog box opens Enter the 4 digit code listed in the top right of this screen</li> </ol>	<p><b>FOR IOS OR ANDROID USERS</b></p> <ol style="list-style-type: none"> <li>1 Connect to "ubcsecure" wireless Using your Campus Wide Login (CWL)</li> <li>2 Open the App Store or Google Play Download and install the Crestron AirMedia app</li> <li>3 Open your Crestron AirMedia app Enter the IP address listed in the top left of this screen</li> <li>4 When the dialog box opens Enter the 4 digit code listed in the top right of this screen</li> </ol>
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## ADJUSTING THE CAMERAS

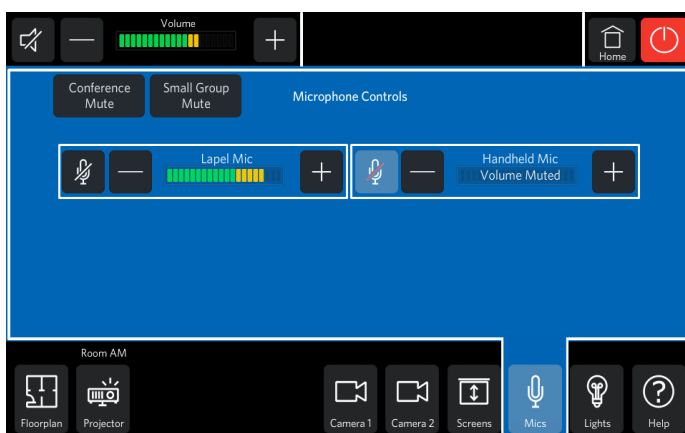


- To adjust the cameras, press the 'Camera 1' (Instructor) or 'Camera 2' (Audience) tab.
- Use the arrow keys to adjust pan and tilt and the Zoom +/- keys to zoom in and out.
- Alternatively, choose from some preset camera positions.
- 'Send Inst Cam 1' (or 'Send Aud Cam 2') will route that camera feed to the main PC as a webcam for videoconferencing.
- 'Send Both' will provide a combined feed of both cameras to the main PC as the webcam input.
- 'Send None' will remove the camera feed to the main PC.

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## ADJUSTING THE MICROPHONES

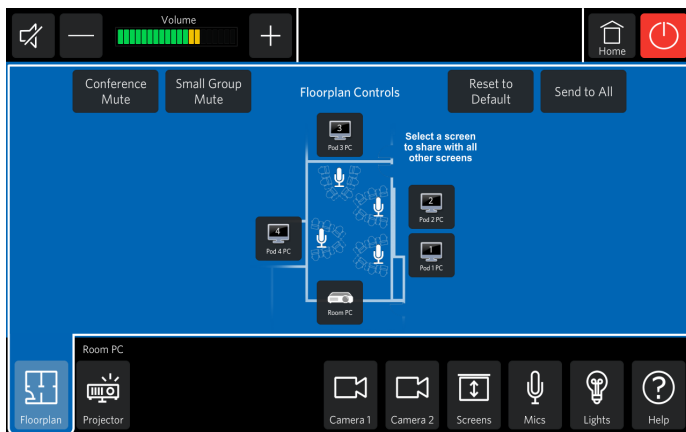


- Use the + and – buttons to adjust microphone volumes.
- The microphone icons can be used to mute and unmute.
- 'Conference Mute' will mute the audio feed going to the instructor Room PC.
- 'Small Group Mute' will mute the audio feed for each of the student pod PCs.

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## FLOORPLAN CONTROLS



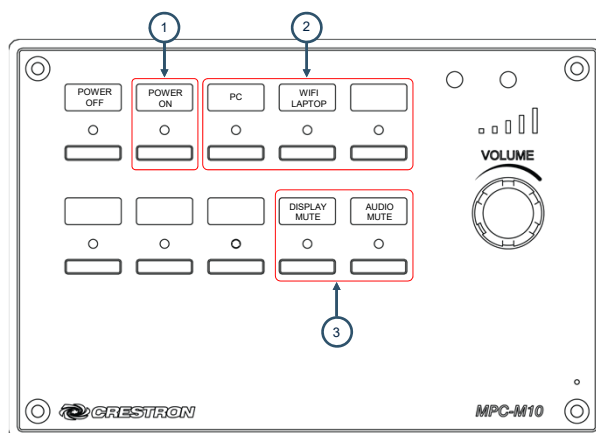
- The 'Floorplan' tab provides the ability to route the display from one student pod to all others, including the main projector display.
- Choose one student pod as the source and then 'Send to All' to route this to all other displays.
- Press 'Reset to Default' to restore the student pods back to their prior state.
- This must be done before choosing a different student pod as the source to be sent to the other displays.

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## STUDENT PODS

- 1. PRESS <POWER ON>**
  - Allow 10-15 seconds for display to turn on
- 2. SELECT SOURCE**
  - PC (web-conference enabled)
  - WIFI LAPTOP (AirMedia)
- 3. MUTE OPTIONS**
  - Press <DISPLAY MUTE> to blank the display without removing a cable
  - Press <AUDIO MUTE> to stop audio from any source



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