

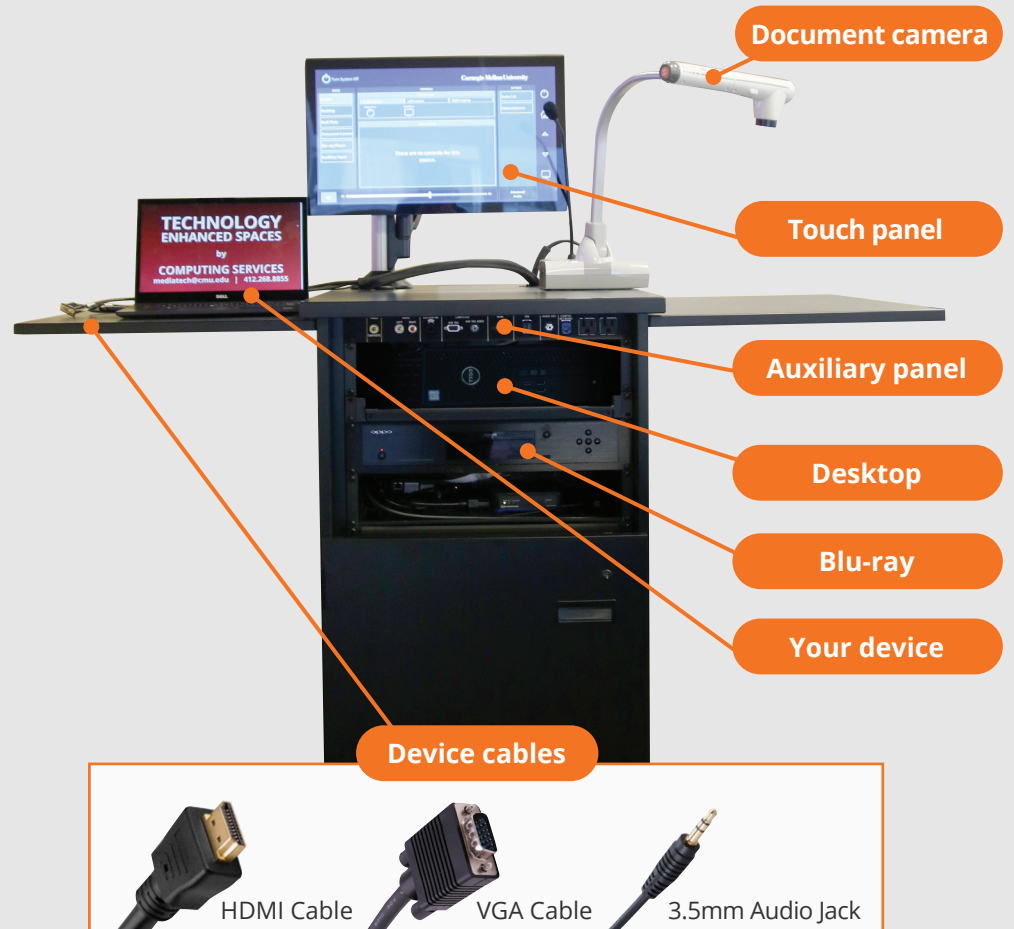
# QUICK REFERENCE

Gates Hillman Center 4307

## CONNECTING

### Wired

1. Connect the appropriate cable to your device.
2. Tap **Laptop** on the panel.



## PRESENTING

### Touch Panel

- 🏠 Tap to refresh the touch panel.
- 🔌 Turn off when complete.



### DISPLAY ONE DEVICE

1. Tap the touch panel to wake the system.
2. Under **Devices**, tap the device that you want to display.

### DISPLAY MULTIPLE DEVICES

1. Under **Display Controls**, tap **Left-**, **Right-** or **Both-** to set the display location for an additional device.
2. Under **Devices**, tap the additional device to display.
3. (Optional) Under **Display Controls**, tap **Blank Screen/Unblank Screen** to toggle on/off room screens in the corresponding location.

### PREVIEW DEVICE ON TOUCH PANEL

1. Under **Actions**, select **Video Preview**.
2. Tap **Desktop** to preview on the touch panel.
3. Tap the **arrow** to return to the touch panel menu.

### USE VIDEOCONFERENCE FOR HYBRID OR REMOTE INSTRUCTION

1. Under **Actions**, do one of the following:
  - **Zoom Meeting** - tap **Zoom** and enter the **Meeting ID** followed by the **Passcode**, and then choose **Done**.
  - **Conference Line** - tap **Videoconference**. Use the keyboard to enter the call details, and then tap **Dial**.
2. Share one of the following:
  - **Camera** - tap **Camera** and adjust camera controls.
  - **Device** - tap **Presentation** then the **device** to share.
3. Tap **Stop Sharing** to end a shared display.
4. Do one of the following to end the call:
  - **Zoom Meeting** - tap **Leave Meeting**.
  - **Conference Line** - tap **Dial** and then **Disconnect All Calls**.

**NOTE:** For additional information on videoconferencing, visit [cmu.edu/computing/start/teaching/resident-hybrid.html](http://cmu.edu/computing/start/teaching/resident-hybrid.html)