QUICK REFERENCE
Wean Hall 4623

CONNECTING

Wired
Connect the appropriate cable to your device.

Wireless
1. Tap **Wireless Presentation** on the panel.

2. Follow the steps on the screen to **connect your device**.
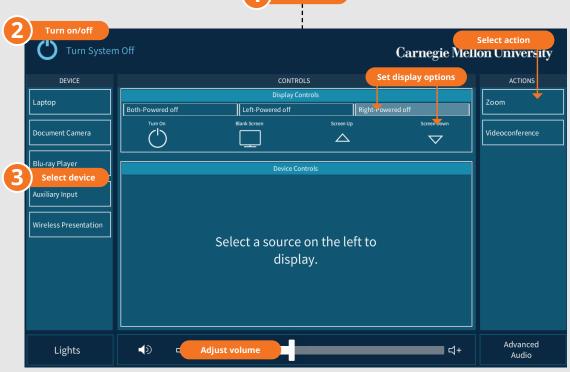
3. Tap **End Presentation** to disconnect.

- Document camera
- Your device
- Touch panel
- Auxiliary panel
- Blu-ray
- Device cables
- HDMI Cable
- VGA Cable
- 3.5mm Audio Jack

PRESENTING

Touch Panel

🏠 *Tap to refresh the touch panel.*

⏻ *Turn off when complete.*

1. Tap to start
2. Turn on/off
3. Select device
- Select action
- Set display options
- Turn System Off
- DEVICE
- Laptop
- Document Camera
- Blu-ray Player
- Auxiliary Input
- Wireless Presentation
- CONTROLS
- Display Controls
- Both-Powered off
- Left-Powered off
- Right-Powered off
- Turn On
- Blank Screen
- Screen Up
- Screen Down
- Device Controls
- Select a source on the left to display.
- ACTIONS
- Zoom
- Videoconference
- Lights
- Adjust volume
- Advanced Audio

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.

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

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Carnegie Mellon University
Computing Services