Quick Reference

The Lectern

Use the Mac desktop or share your own PC or Mac device.

1. Connect your device with the appropriate cable(s):
2. Tap the touch panel to wake the system.
3. Tap Laptop.
4. (Optional) If playing audio, use the volume slider to adjust the sound.
5. (Optional) To disable the room monitors:
   • Toggle Blank Screens to turn off the monitor displays.
   • If you are done using the monitors, tap Power Off Displays.
6. When finished, tap Turn System Off on the touch panel.

Lab Desktop

1. Press the document camera power button to toggle on the power.
2. Tap the touch panel to wake the system.
3. Tap Document Camera.
4. Use the camera knob and controls to adjust the image.
5. When finished, tap Turn System Off.

Note: The power button is blue when turned on.

Device Sharing

Your Device

1. Connect your device with the appropriate cable(s):
2. Tap the touch panel to wake the system.
3. Tap Laptop.
4. (Optional) If playing audio, use the volume slider to adjust the sound.
5. (Optional) To disable the room monitors:
   • Toggle Blank Screens to turn off the monitor displays.
   • If you are done using the monitors, tap Power Off Displays.
6. When finished, tap Turn System Off.

The Document Camera

1. Tap the touch panel to wake the system.
2. Tap Desktop.
3. Enter your Andrew user ID and password to log in to the desktop and display on the room monitors.
4. (Optional) If playing audio, use the volume slider to adjust the sound.
5. (Optional) To disable the room monitors:
   • Toggle Blank Screens to turn off the monitor displays.
   • If you are done using the monitors, tap Power Off Displays.
6. When finished, click the Apple on the desktop and log out.
7. Tap Turn System Off on the touch panel.

NEED HELP?
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