Drachman Rooms B109, B111 AV System Guide

System Startup

The touch screen should show "Press Anywhere to Begin". Press the screen.

The touch screen will load the main selection screen. By default, the system will send the room PC to all displays. It will take the front facing projectors about a minute to ramp up to full illumination.

On the main selection screen, presentation devices are on the left side of the panel. Displays are on the bottom of the panel.

To send a device to a display, first select the device on the left. A preview will be shown on the touch panel. While the device is selected, touch the icon of the display you would like to send it to on the bottom part of the panel. Each display will show what is being sent to it underneath its icon.

The presentation device sent to the projector labeled "Right Image(Capture)" will be recorded by Panopto and sent to the remote site.

Lighting Controls

Touch the icon on the top left of the main selection screen for "Lights". A popup window will open to select different presets for lighting.

Audio Controls

Touch the icon on the top right of the main selection screen for "Audio". A popup window will open to set audio levels for "Program" (audio from presentation) and Remote Site.

Video Conference

On the main selection screen, make sure that "Video Conference 1" is being sent to one of the in room displays so that you can see and hear the remote site after connecting.

Touch the "Conference Controls" icon on the top of the panel.

In the center of the touch screen, there is a list of contacts. If the room you are looking for is not on the list, touch the "Home" icon above the contacts and look for a folder the shows the location of the room. If you click on "Phoenix", you will see all contacts for that location.

Click on the name of the room you would like to connect to initiate a video conference call.

Select the "Send Content" button on the lower right part of the screen to send the presentation being shown on the "Right Projector(Capture)" to the remote site. Use the "Back" button at the top to return to the main screen.

For Technical Support call (520) 626-0151