



Room Power

ROOM ON

Select “**Local Presentation**” or
“**Remote Presentation**”

Select “**POWER**”

ROOM

Confirm with “**SHUTDOWN**”

ALWAYS POWER ROOM OFF WHEN COMPLETE



In-Room PC

Select “**Local Presentation**” to use in-room PC



Laptop

Select Local or Remote presentation then “**Laptop**” or
“**Doc Cam**”

Connect laptop to VGA or HDMI cable located in the
tabletop

[If using VGA cable, also connect the 3.5mm audio jack]



Video Conference

Select “**Local Presentation + Conference**” to connect to call,
presenting from Phoenix

Select “**Remote Presentation**” to connect to call, presenting
from another location



Use panel to **CONNECT** or **DISCONNECT** from call and control call functions
To share content, select “**PC**”, “**Laptop**”, “**Doc Cam**”, or “**No Content**”

Instructional Technology



e: pbc-isserviceDesk@email.arizona.edu



p: (602)827-4357 [opt.4]

Supplemental Information

Switching from Remote presentation to Local Presentation
(when presenter location moves from Tucson to Phoenix)

1. Press “**HOME**” button
2. Press “**LOCAL PRESENTATION**” button

Switching from Local Presentation to Remote Presentation
(when presenter location moves from Phoenix to Tucson)

1. Press “**HOME**” button
2. Press “**REMOTE PRESENTATION**” button

Moving the Camera

Use arrows on touchpad to focus camera on desired
location. Depending on if students in the audience use
their push-to-talk mics, you may need to refocus the
camera periodically.

Front projector swaps

Press “**Projector Swap**” button on touchpad to switch the
screens displaying the local presentation and the Tucson
students.

Rear screen image swap

Press “**Confidence Swap**” button on touchpad to switch
between viewing the Tucson students and the local
presentation

Instructional Technology



e: pbc-isserviceDesk@email.arizona.edu



p: (602)827-4357 [opt.4]