

## Starting Up the System

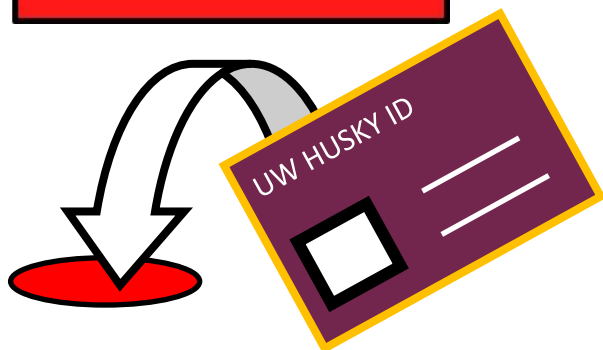
### IS TOUCH PANEL OFF?:

Tap touch panel with flat of finger to wake up.



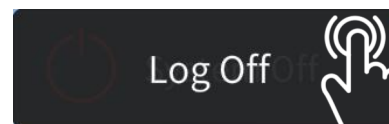
### DO YOU NEED TO LOG IN?

Tap UW Husky Card ID onto Red Dot on Podium to LOGIN.





### ALL DONE?

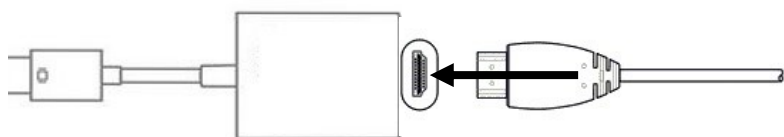
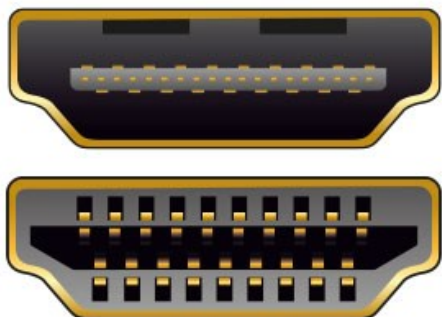
Don't forget to Log Off the system by pressing:



# Setting up Laptop HDMI

## WHERE TO START?:

- Look for a type connection on laptop.
- Locate the HDMI  cable in room.
- Connect cable to port on laptop.
- Audio goes through HDMI  from laptop.



## HAVE A HDMI ADAPTER?:

- Connect adapter to HDMI cable first.
- Next connect both to laptop.

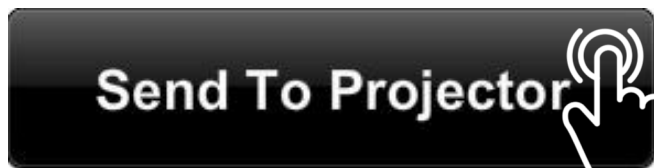
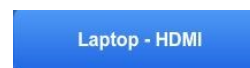
## SEND TO SCREEN?: On Touch Panel

- Press [Laptop HDMI] on Left
- Press [Send to Projector] in Center



Icons will turn blue when selected.

Example:




# Setting up Laptop VGA

## WHERE TO START?:

- Look for a type connection on laptop.
- Locate the VGA  cable in room.
- Connect cable to port on laptop.
- Audio: Connect audio jack to port on Laptop.

## HAVE A VGA ADAPTER?:

- Connect adapter to VGA  cable first.
- Next connect both to laptop.

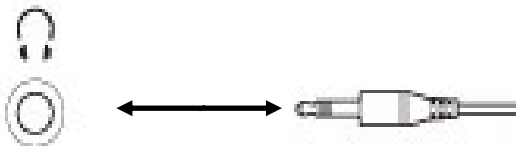
## SEND TO SCREEN?: On Touch Panel

- Press [Laptop VGA] on Left
- Press [Send to Projector] in Center

 Icons will turn blue when selected.

Example:

 Laptop - VGA



# Setting up Blu-Ray

## WHERE TO START?

### SEND TO SCREEN?: On Touch Panel

- Press [Blu-Ray] on Left
- Press [Send to Projector] in Center

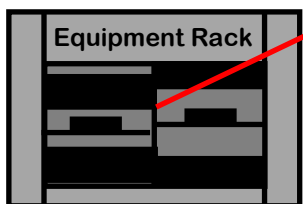
 Icons will turn blue when selected.

Example:



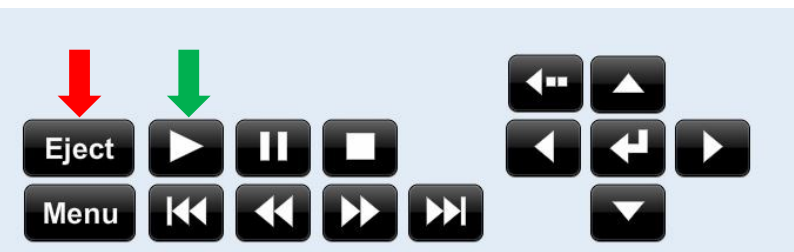
## WHAT IS NEXT?:

- Locate Blu-ray Player inside cabinet/podium.
- On touch panel press **Eject** to open disc tray.
- Place disc on disc tray.
- On touch panel press **Play** icon to close disc tray.
- Use touch panel icons to navigate disc menus and options.



BLU-RAY PLAYER

Blu-Ray Controls on Touch Panel



## Setting up Doc. Camera

### WHERE TO START?

#### SEND TO SCREEN?: On Touch Panel

- Press [Doc Cam] on Left
- Press [Send to Projector] in Center

 Icons will turn blue when selected.

Example:

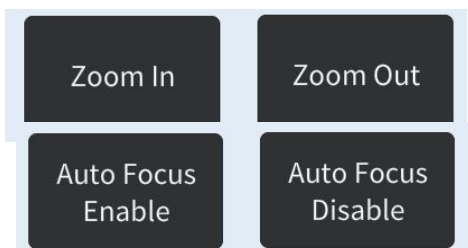
 Doc Cam

### CEILING DOCUMENT CAMERA

- Zoom and Focus controls on Touch Panel

### PORTABLE DOCUMENT CAMERA

- Is it ON? **Green** (On/Ready) | **Red** (Standby)
- If OFF press Silver Power button on right side.
- Takes 45 to 60 seconds to start up.
- Zoom, Lamp, and Focus controls on camera.
- Camera on adjustable arm.



# Controlling Room Audio

## WHERE TO START?

 Room Audio may contain any of the three following options at the right side of the touch panel.

**Program Volume:** For Desktop Computer, Laptop VGA, Laptop HDMI, and Blu-Ray.

**Wireless Mic:** For Wireless Microphone Lavalier or Handheld in room.

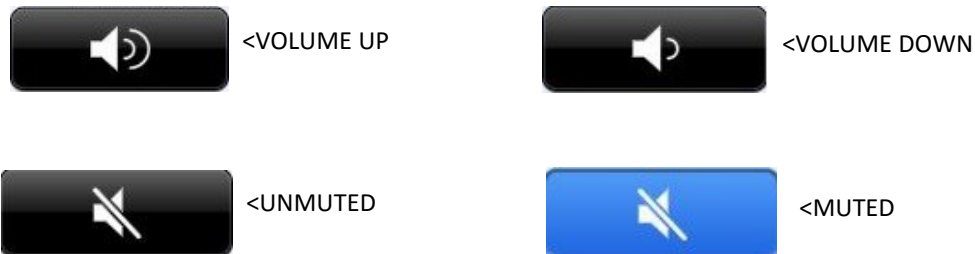
- Wireless microphones also have their own power switch on device.



**Podium Mic:** For the Podium-top Installed Microphone.

## ADJUSTING VOLUME?:

- Tap on the speaker icons to adjust volume levels and mute/unmute audio.



# Classroom Amenities

## WHERE TO START?

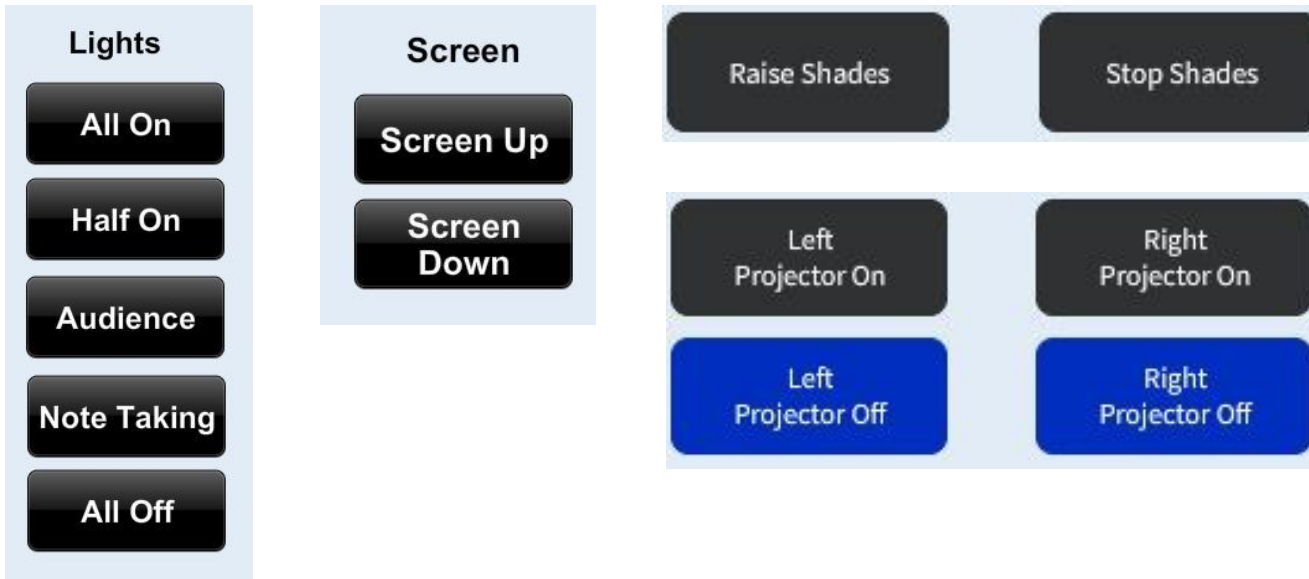
### Room Controls on Touch Panel

If available there will be a icon on touch panel.



Selecting it will bring up a page with amenities that can be digitally controlled.

Examples:



### No Room Controls on Touch Panel?

Room Amenities (eg. Lights, Screen Controls) are located on the wall.

# Contact Academic Technologies

## Equipment Problem in classroom?

- Call us at 206.221.5000 extension 9 ; for immediate assistance.

## Questions? Equipment Tutorial? Troubleshooting Session?

- Email us at [help@uw.edu](mailto:help@uw.edu)
- Call us at 206.221.5000 extension 2

## Want to learn more about this classroom and AT?

- Visit our classroom page at <https://www.washington.edu/classroom/>
- Visit our home page at <https://www.cte.uw.edu/academictechnologies/>

## Want this classroom for your course or to change rooms?

- Contact Room Assignments at [times@uw.edu](mailto:times@uw.edu)

