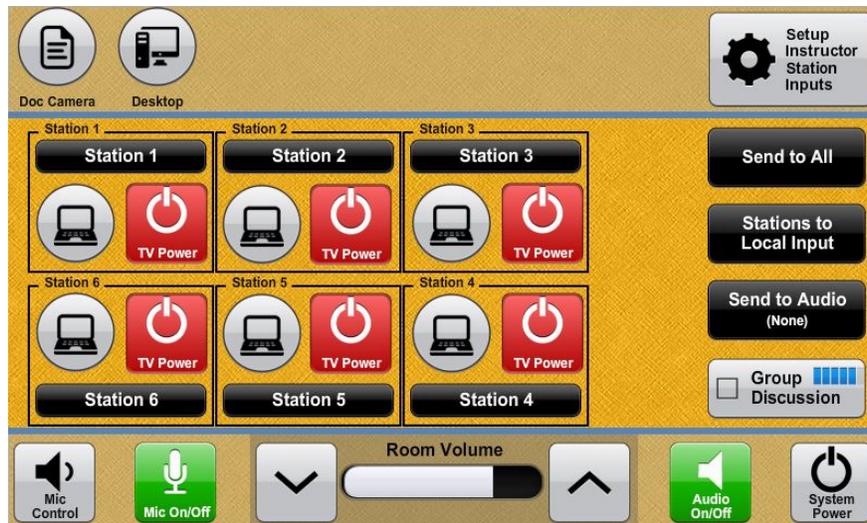# Clow Hall Active Learning Classroom Users' Guide

The touch panel is located near the installed computer.

When the touch panel is idle it will appear blank/black; touch the screen anywhere to activate it.

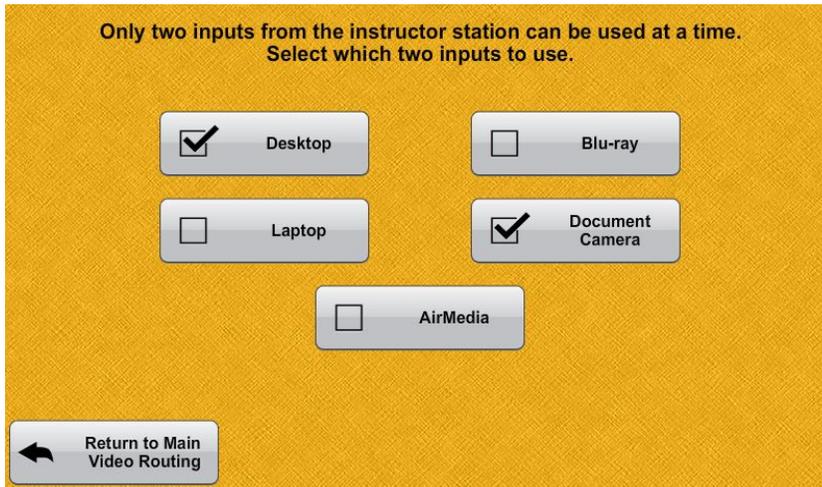Select **Start** to begin.

When **Start** is pressed all of the digital displays will turn on in the classroom. The following screen will appear:

Only two sources can be selected at any given time to display through the digital displays in the classroom. The two selections will appear across the top of the screen.

The digital displays can be turned on or off individually at this screen. If the **TV Power** button is red, the digital displays are off. If the **TV Power** button is green, the digital displays are on.

To change what two sources are selected, press the **Setup Instructor Station Inputs** button in the upper right hand side of the screen.

Select any desired two inputs to be available to the digital displays.

The input options can be changed any time, but only two can be selected at any given time. One device will have to be unselected in order to change inputs as to next exceed the two input limit.

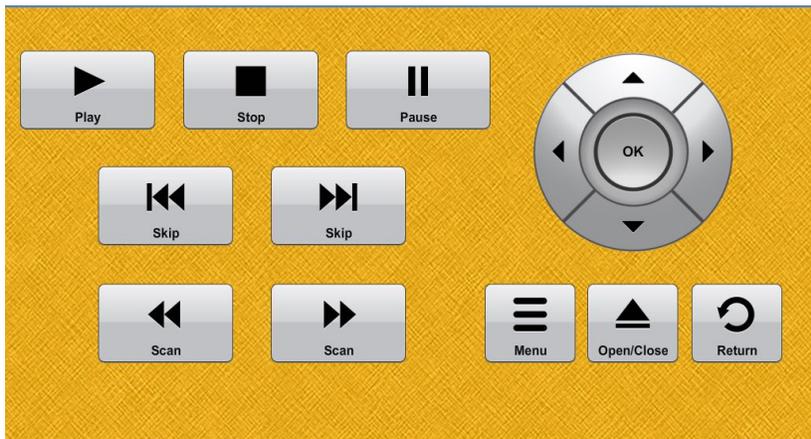To return to the previous screen, press **Return to Main Video Routing**.

To send a source to a digital display, select the desired source in the upper left corner of the screen and then select:

- **Send to All** to display the desired input on all of the displays
- Or select the desired stations **(Station 1, Station 2,** etc.) to receive the desired input
    - o The number of digital displays ranges from four (4) to six (6) displays

Each station can also display its local input. Select **Stations to Local Input** to allow students to connect to the digital displays.

To have a local input appear on every display, select the desired station (e.g. **Station 1**) and select **Send to All**. To regain control of all stations, select the desired input across the top (e.g. **Desktop**) and select **Send to All**.

If the **Blu Ray** player is selected as one of two desired outputs an additional button titled **Blu Ray Controls** will appear across the top of the screen.

Select **Blu Ray Controls** across the top menu to control the Blu Ray player.
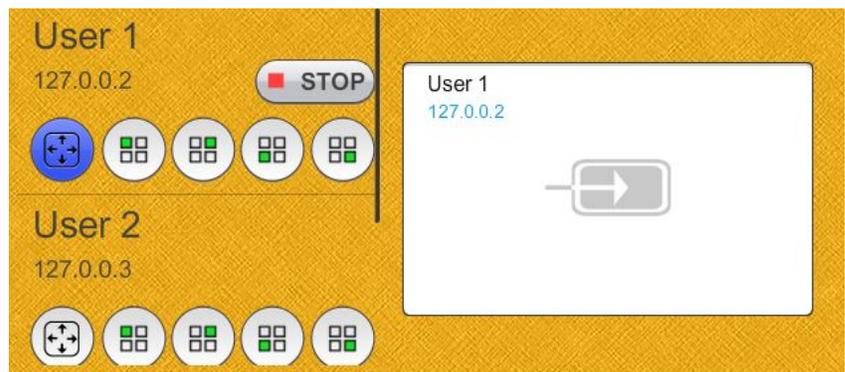
All **Blu Ray** player functionality is through the touch panel.

All **Doc Cam** functionality is on the document camera itself. The document camera is collapsed inside the teaching station.

Please return the document to its collapsed state at the end of the use.

If **AirMedia** is selected as one of the two desired outputs a second button titled **AirMedia Controls** across the top of the screen will appear. AirMedia is a way to wirelessly project in the classroom.

Select **AirMedia Controls** across the top menu to control display properties of any devices utilizing AirMedia.

Mobile devices (laptops, tablets, phones) can project wirelessly through Crestron AirMedia.

An app is available for iOS and Android devices. For laptops, follow the directions on the digital displays.

No image will appear on the digital displays until it has been released on the touch panel. As devices are connected, the names will appear on the touch panel (User 1 and User 2 in the previous image). For a source to project, select the full screen icon (illuminated blue in the previous image).

It is encouraged that users have a working knowledge of AirMedia before using it in the classroom to make the use of it seamless. HDMI and VGA connections are also available for laptop connectivity. Be sure to bring any adapters necessary if utilizing the wired connections.

Room Volume controls are at the bottom of the screen.

Microphones are only available in lecture halls.

Select the up and down arrows to raise and lower the volume in the classroom. The **Audio On/Off** button is utilized for the muting the volume. The button will appear red when muted.

The **Group Discussion** button will activate white noise in the room to make discussion at each station easier. The audio will gradually turn on and turn off.

To shutdown the system, select **System Power** in the lower right hand corner. A second window will appear to finalize the process.

Cancel will close the window and return to the previous screen.
Shutdown will shutdown the system.

If no selection is made, at the end of the countdown, the system will shut down.