How to Use This System (East Aud)
For assistance or to report A/V issues, call CMA at 401-874-4278

Getting Started

- Touch the screen to wake; touch again to start.
- Touch the desired source (HDMI, VGA, Document Camera, etc.) and plug any corresponding cable into your device.
- Select ‘Display on Side Screens’ or ‘Display on Center Screen’ from the right hand column to send the image to the projector(s).

Room PC
A room PC is installed in the lab bench. To use this device:
- Select ‘Room PC’ on the touchscreen.
- If the PC does not automatically display, type on the keyboard and move the mouse to wake it from Sleep Mode.
- If the computer does not wake, press the power button (pictured right). A white light will appear to the left of the button when powered on.

Audio Control
- Program audio is controlled using the upper volume slider on the left side of the screen.
- The total microphone volume can be controlled separately using the bottom slider.
- Touch the speaker icon beneath either slider to mute that audio. (cont.)
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**Microphones**
In addition to the total volume control, you can control the two sets of room microphones separately. All microphones connect to the room computer for use during video conferencing (Zoom, etc.).

- **Wireless**
  - One lavalier and one handheld microphone are available for use.
  - Microphones are battery powered and will last 7-8 hours before needing replaced.

- **Table Top**
  - Three microphones are installed in the lab bench to pick up audio as the instructor walks the front of the room.
  - These microphones are embedded in the top of the lab bench & cannot be moved.

**Room PC**
A room PC is installed in the lectern. To use this device:

- **Select ‘Room PC’ on the touchscreen.**
- **If the PC does not automatically display, type on the keyboard and move the mouse to wake it from Sleep Mode.**
- **If the computer does not wake, press the power button (pictured right).** A white light will appear to the left of the button when powered on.