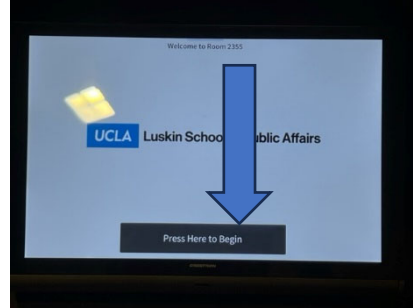


Turn On System:

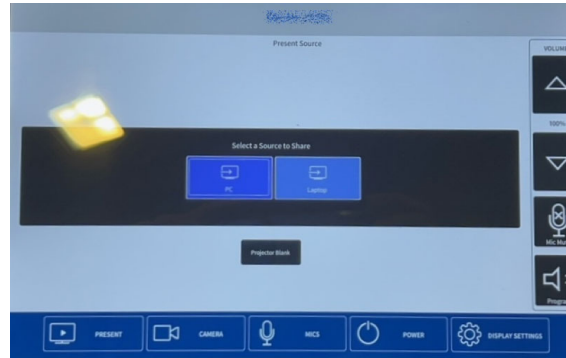
- Tap the control panel
“Press Here To Begin”
This will lower the screens.
Wait about 10 seconds for
everything to turn on.



Main Control Panel Screen (SECTIONS) :

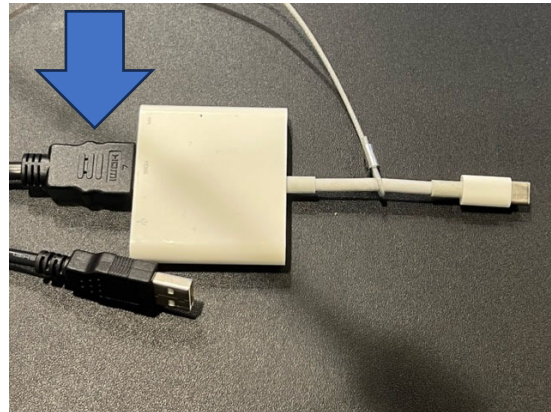
- Present (Onboard PC or laptop)
- Camera Control (Optional)
- Mics (Volume adjustments)
- Power (To Shut System Off)
- Display Settings

Most settings are pre-set; and at default levels which is sufficient for room usage. If you change a setting; please set it back.



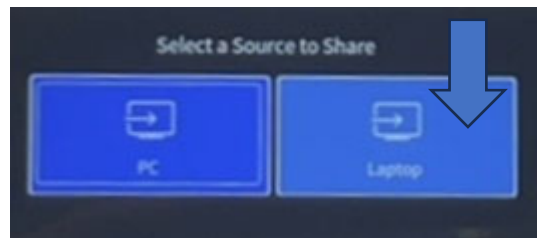
Connecting a Laptop:

- Use the HDMI Cable
- Use the HDMI+USB-C adapter
- (Optional) Use Network (if needed)
(PUBLIC “UCLAWEB” Wifi Avail)
- (Optional) Connect USB if you want
to connect to room camera.



Switch Source to display laptop (or PC) :

- After connecting the HDMI cable;
under the PRESENT option; tap
LAPTOP. The screens will switch to
your laptop screen.
- Tap PC if you want to display the
onboard PC computer screen.



Mics (In-Room and Computer) :

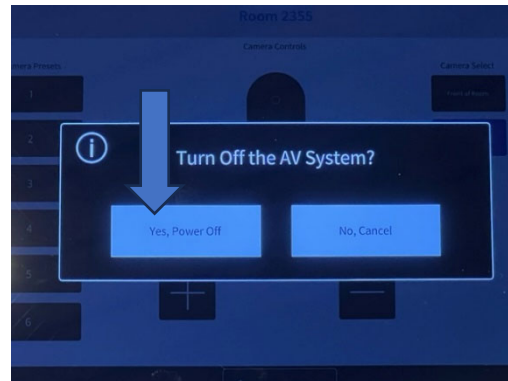
- Tabletop Mic
(press "PUSH" to toggle on/off)
- Handheld Mics (4) are located under the podium. They are wireless. Volume is preset under the MIC section. [Already Set]
- Wireless Lavalier also available under the podium. Volume is preset under the MIC section.



All mics are also connected as an **AUDIO** source to applications such as **ZOOM** when using the onboard computer.

Turning off the system:

- Press **POWER** on the **SECTION** menu bar; and click **YES, Power Off** to shut down the system (reset room).



PLEASE DO NOT SHUT DOWN THE PC

For support contact:

Luskin IT Support (310.206.6767)

Email: ITSUPPORT@LUSKIN.UCLA.EDU

If the **SYSTEM** is **ALREADY** on; but nothing is displayed on the projector:

- Check under **PRESET** Section Menu "**PC**" is selected.
- Check under **PRESET** Section Menu "**PROJECTOR BLANK**" is turned off
- While the **PC** should not be off; a previous may have accidentally done so.

Please DO NOT MOVE THE PODIUM under any circumstances.