

# Schwartz 112 Auditorium

## TEC classroom, level A

*This room utilizes two, ceiling-mounted projectors, focused on ceiling-mounted electric screens, with full touch panel control. This room offers automated lecture capture.*

### Activating the system & displaying sources

1. On the **Crestron** touch panel, touch anywhere on the Welcome Screen to access controls. If the panel is dark (sleep mode) simply touch anywhere to wake it up.
2. Next, for typical lecture methodology, select **Presentation Configuration** on the touch panel. *Theater Configuration* requires a completely cleared stage area, and is explained separately.
3. Across the top of the touch screen, you will find your sources: **Desktop PC** (an installed instructor pc), **Podium Laptop**, **Document Camera**, **BluRay/DVD** player, **Rack Inputs**, **Rack Video**: mounted auxiliary inputs, and **Additional Inputs** (info to follow)
4. Press the source you wish to display, for example: **Podium Laptop**.
5. Next, press your preferred destination, **Projector A**, **Projector B**, or **BOTH**. The screens will lower and the projectors will power automatically. *Note the warm-up screen while projectors initialize.*
6. The system allows users to display two different sources simultaneously. Volume will follow the most recent source selected.
7. **Volume levels** from any source may be controlled by pressing the **VOLUME arrows** on the right-hand side of the touch panel.
8. *Make sure all rack items are powered ON for proper performance. Rack is located under the lectern.*

### Displaying PC, laptops

1. An **Instructor PC** is installed in the equipment rack inside the lectern. Press **Desktop PC** to display it, followed by **Projector A**, **Projector B**, or **BOTH**. Keyboard and mouse are stored on a keyboard shelf at lectern. A wireless mouse is available on top of the lectern.
2. PC LOGON: *\*Log in using your UNET name and password.\**
3. A local **PC monitor** is located at the lectern.
4. **Laptop cables** are permanently connected at the lectern. Select the VGA  or HDMI  cable, connect & turn on your device. *N.B. Users should bring DisplayPort and Mac adapters.*
5. Next, press the **Podium Laptop** button followed by your destination, **Projector A**, **Projector B**, or **BOTH**.
6. *Note image adjustment and black out buttons on the touch screen*

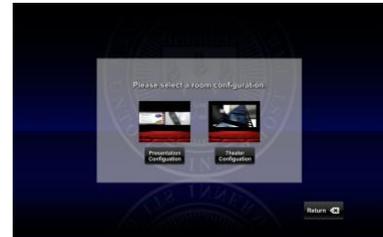
### Playing DVDs or Blu-ray discs

1. The Blu-ray player is stored in the equipment rack at the lectern.
2. Insert your DVD or Blu-ray disc as appropriate.
3. Press the **Blu-ray / DVD** button on the touch panel followed by **Projector A**, **Projector B**, or **BOTH**.
4. N.B. Disc controls will be found on the touch panel pop-up page. Minimal controls are available on board the player itself.

### Playing Audio

Audio may be played in many ways: by connecting your mobile device to the Rack-mounted iPod input, by playing a disc in the BluRay DVD player, or from discs or files on the installed PC or your own laptop. Select the proper device from the menu.

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## Using the Document Camera

1. A document camera is located at desk level on the Instructor Lectern. The camera head can be raised or lowered with one finger, pulling up at the half-way junction of the arm.
2. Press the **Document Camera** button on the touch panel followed by **Projector A**, **Projector B**, or **BOTH**. The camera head should be raised into place first.
3. Document Camera controls will be found on the touch panel pop-up page as noted in the adjacent image. Additionally, controls are available on board the device itself.
4. **Power and Lamp:** located on the side of the unit, or on the touch panel.
5. **Light, Zoom, Focus, Rotate controls:** located on the camera head of the unit, as well as on the touch panel.



## Using Additional Inputs

Press the **Rack Inputs** or **Rack Video** buttons to display devices connected to the Rack Input Auxiliary Plate. Your choices will be evident on the ensuing touch panel pop-up page, e.g. legacy video devices and portable media. **Contact MTS for external equipment needs: (781) 736-4635.**

Press **Additional Inputs** to select **Cable TV** or in **room cameras** and **extended inputs**. Contact MTS for training on additional equipment.



## Using Microphones

### Lectern-mounted microphone:

1. This is located directly on the lectern. It should always be in the “on” status, though you can mute microphones on the touch panel.
2. Speech volume levels can be controlled using the **SPEECH VOLUME** arrows on the touch panel.

### Wireless microphones:

1. Wireless microphones are stored adjacent to the equipment rack inside the Lectern. You can use both the clip on lavalier and the handheld wireless microphone simultaneously.
2. Turn the microphone’s power switch **ON**. Adjust room volume as noted above. **Turn OFF microphones and return to storage when finished.** Spare batteries are kept in storage area.

**Additional microphones** can be added at the rack input plate.



## Assisted Listening

One unit is available in storage area. Additional units are available by request. Contact Media Technology Services (781) 736-4632 for assistance if assisted listening devices.

## Lighting Controls

*Lighting levels are integrated into the touchpanel, as well as providing control from wall-mounted fader panels in both back corners of the stage area. Contact Facilities Services (781) 736-3000 for assistance w/lighting.*



## When Finished

**TO SHUT DOWN:** press **EXIT SYSTEM** on the touch panel. Confirm **POWER DOWN** on next pop-up page. Please help preserve valuable lamp life!



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