

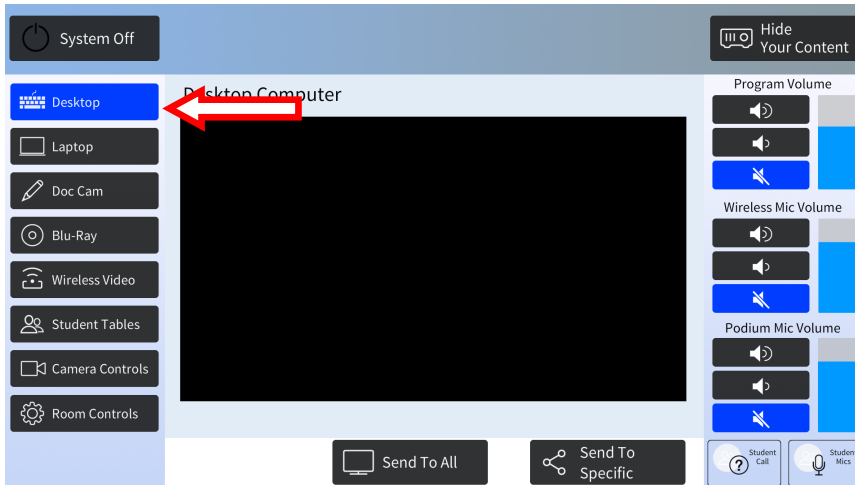
Classroom Technology & Events

OUGLALC

206-221-5000 “Select” Option 2 help@uw.edu www.washington.edu/uwit/cte

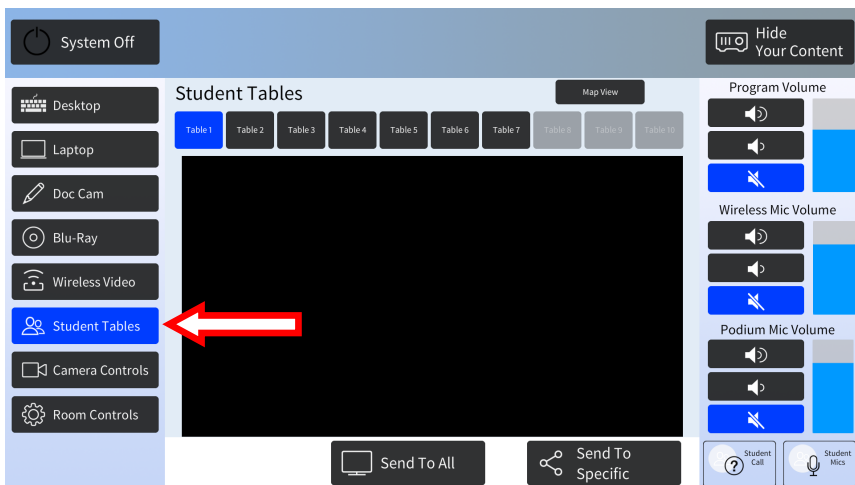
An instructor technology key may be required to access the equipment, please contact the above information to request a key

CTE may not support the use of personal audio/video or network devices. CTE does not warrant or guarantee that third-party audio/video or network devices will be compatible with the technology installed in this building. If you would like to test your personal equipment in this room, please contact our office to schedule an equipment tutorial. For more information, please visit: <http://goo.gl/NaTFKY>



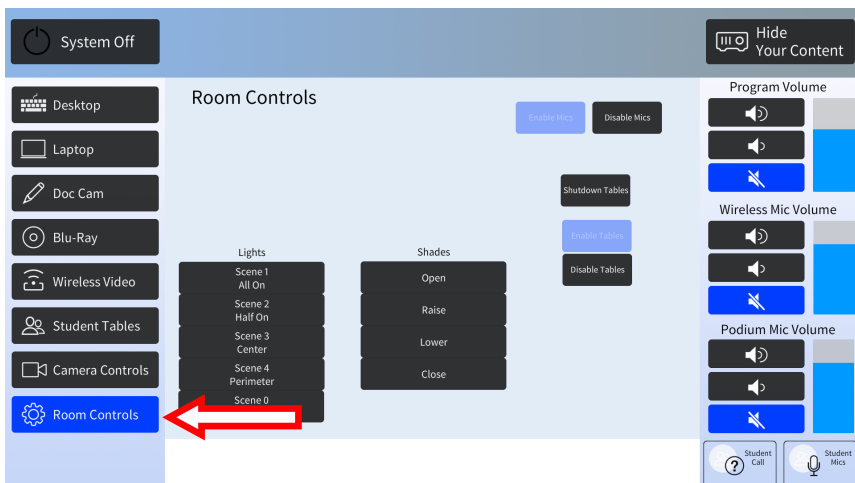
To send content (Desktop, Doc Cam, etc):

1. Select source on left hand side.
2. There are two options for sending out the source to student tables. [Send To All] and [Send to Specific]
3. [Send To All] will send to all student tables
4. [Send To Specific] will bring up a map layout to allow user to specify which tables to send to.



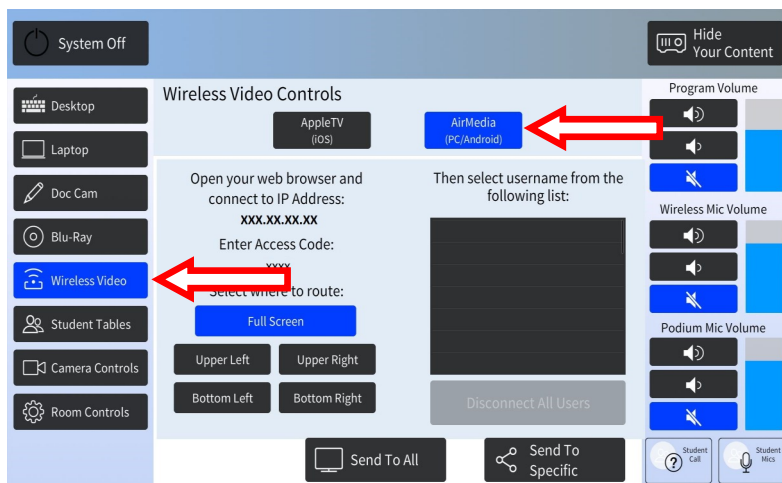
To send student content to other table(s):

1. Select [Student Tables].
2. Select student table to send out to others.
3. [Send To All] will send to all student tables
4. [Send To Specific] will bring up a map layout to allow user to specify which tables to send to.



Room Controls:

- All light controls are located on this page.
- Student table microphones can be disabled or enabled.
- Student tables can be enabled/disabled and also shutdown.
- Volume controls are located on the right hand side for “Program”, “Wireless Mics” and “Podium Mics”.

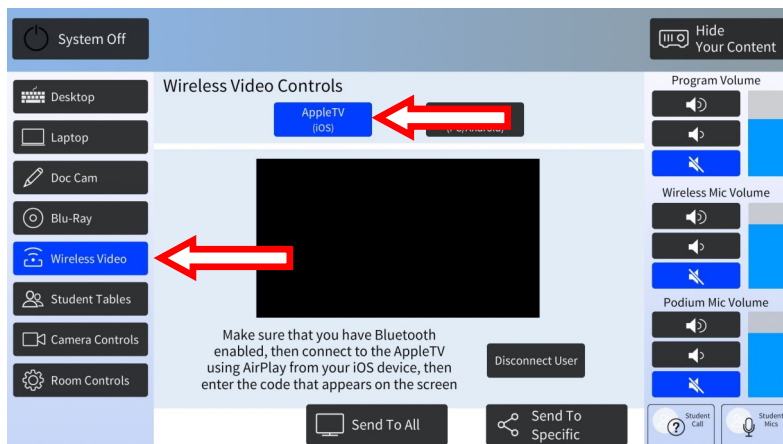


To send content wirelessly via AirMedia:

1. Select [Wireless Video] then [AirMedia].
2. *First time users, the screen will prompt you to enter an IP address in your web browser where you will download the AirMedia program. Download the corresponding OS version (Windows preferred).*
3. After installing, run the program and it will prompt you for a code. Enter the code displayed on the touch panel.
4. Select the username for your device on the touchscreen.

5. [Send To All] will send to all student tables.

6. [Send To Specific] will bring up a map layout to allow user to specify which tables to send to.



To send content wirelessly via AppleTV:

1. Select [Wireless Video] then [AppleTV].
2. The preview screen will show instructions on how to connect.
3. On your Apple device, make sure Bluetooth is enable and you are connected to the UW wifi network.
4. Through AirPlay on your device select “OUGL136/141-Instructor” to connect to. Input the 4 digit passcode displayed on the touchscreen.

5. [Send To All] will send to all student tables.

6. [Send To Specific] will bring up a map layout to allow user to specify which tables to send to.



To use wireless lavalier microphone:

1. The Wireless Microphone is located inside the drawer of the Podium.
2. Power switch is located at the right of the transmitter pack.
3. To **TURN ON**. Switch the power switch up. The display LCD will light up **Green** and display information.
4. The optimal position to clip the wireless mic piece to your clothes is between the upper chest and collar bone to pick up your voice.
5. To **TURN OFF** the wireless switch the power switch down to off.
6. Please do not wind up the microphone cable tightly as this causes damage to the cable.

Aside from turning on and off the microphone, please **DO NOT** adjust any other settings. At the top of wireless mic, the switch should be left on “MIC” not “LINE”. If you are having issues with the wireless microphone please contact us .