NCSU **LIBRARIES**

Use the AV system for a presentation.

Use the room for a video conference session.

Make an audio conference call.

Lighting Control

All On	Presentation	Video Conference	Task	All Off

EXIT

Volume

Mac Mini

Lectern Laptop

DVD

Document Camera

Wallplate Laptop

Display Select

Left Display	Left Screen	All Displays	Right Screen	Right Display

Raise the left screen to use whiteboard

Enable advanced source routing

Raise the right screen to use whiteboard

Adjust Mic Levels

All On	Presentation	Video Conference	Task	All Off

EXIT

DVD

Mac Mini

Lectern Laptop

DVD

Document Camera

Wallplate Laptop

Volume

OK

Return

Menu

Raise the left screen to use whiteboard

Enable advanced source routing

Raise the right screen to use whiteboard

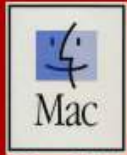Adjust Mic Levels

| All On | Presentation | Video Conference | Task | All Off |

EXIT

Volume

Lectern Laptop

Connect the HDMI or the VGA and audio cable located in the lectern surface mounted cable enclosure to the laptops output ports. You may need to activate the laptop video output and adjust the laptops volume level.

Mac Mini

Lectern Laptop

DVD

Document Camera

Wallplate Laptop

Raise the left screen to use whiteboard

Enable advanced source routing

Raise the right screen to use whiteboard

Adjust Mic Levels

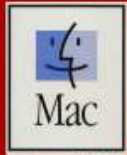| All On | Presentation | Video Conference | Task | All Off |

EXIT

Mac Mini

Lectern Laptop

DVD

Document Camera

Wallplate Laptop

Wallplate Laptop

Volume

Connect the HDMI or the VGA and audio cable to the wallplate located on the south wall and to the laptops output ports. You may need to activate the laptop video output and adjust the laptops volume level.

| Raise the left screen to use whiteboard | Enable advanced source routing | Raise the right screen to use whiteboard |

Adjust Mic Levels

All On	Presentation	Video Conference	Task	All Off

EXIT

Volume

Mac Mini

Lectern Laptop

DVD

Document Camera

Wallplate Laptop

MAC Mini

The MAC is located in the lectern. Make sure that it is powered on and not in sleep mode. There is wireless keyboard and mouse for this located on the lectern, and a USB connection located in the cable enclosure for external devices .

Raise the left screen to use whiteboard

Enable advanced source routing

Raise the right screen to use whiteboard

Adjust Mic Levels

| All On | Presentation | Video Conference | Task | All Off |

EXIT

Volume

Document Camera

Mac Mini

Lectern Laptop

DVD

Document Camera

Wallplate Laptop

Zoom

| In | | Out |

Focus

| Near | Auto | Far |

Iris

| + | Auto | - |

| Raise the left screen to use whiteboard | Enable advanced source routing | Raise the right screen to use whiteboard |

Adjust Mic Levels

Lighting Control

All On	Presentation	Video Conference	Task	All Off

EXIT

Volume

Mac Mini

Lectern Laptop

DVD

Document Camera

Wallplate Laptop

Wireless Mic

Off	Low	Mid	High

Ceiling Mics

On	Off

Adjust Mic Levels

All On	Presentation	Video Conference	Task	All Off

EXIT

Camera Controls

Volume

Zoom

In

Out

Focus

Near

Far

Mac Mini

Lectern Laptop

| 1 | 2 | 3 | 4 | 5 |

Preset Saving

Save

| Rear Camera | Audience Right | Audience Left |

Wireless Mic

| Off | Low | Mid | High |

Ceiling Mics

| On | Off |

Adjust Mic Levels

NCSU **LIBRARIES**

Use the MAC or a laptop with video collaboration software.

Use the Polycom codec for video conferencing.

Reurn to main start page.

Video Content

All On	Presentation	Video Conference	Task	All Off

EXIT

Mac
Mac Mini

Lectern Laptop

Document Camera

Wallplate Laptop

Polycom

Call

Hangup

1	2	3
4	5	6
7	8	9
*	0	#

.

OK

Home

Call Volume

Privacy

Clear

Back

Polycom Controls	Camera Controls	People/Content Display Settings	Audio Conference

Video Content

| All On | Presentation | Video Conference | Task | All Off |

EXIT

Mac Mini

Lectern Laptop

Document Camera

Wallplate Laptop

Phone # 919.515.1221

Audio Conference

Dial 7 to get an outside line.

Call	1	2	3
Hangup	4	5	6
	7	8	9
	*	0	#

Clear   Back

Call Volume

▲

▼

🎤 Privacy

| Polycom Controls | Camera Controls | People/Content Display Settings | Audio Conference |

Video Content

Mac Mini

Lectern Laptop

Document Camera

Wallplate Laptop

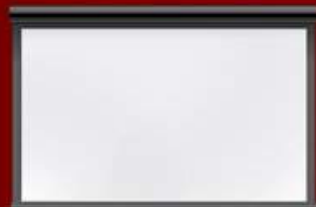**Lighting Control**

All On	Presentation	Video Conference	Task	All Off

Camera Controls

Zoom

In

Out

Focus

Near

Far

Call Volume

| 1 | 2 | 3 | 4 | 5 |

Preset Saving

Save

| Rear Camera | Audience Right | Audience Left |

Privacy

| Polycom Controls | Camera Controls | People/Content Display Settings | Audio Conference |

Video Content

| All On | Presentation | Video Conference | Task | All Off |

EXIT

Mac
Mac Mini

Lectern Laptop

Document Camera

Wallplate Laptop

Document Camera

Zoom

| In | | Out |

Focus

| Near | Auto | Far |

Iris

| + | Auto | - |

▲

Call Volume

▼

🎤
Privacy

| Polycom Controls | Camera Controls | People/Content Display Settings | Audio Conference |

Video Content

All On	Presentation	Video Conference	Task	All Off

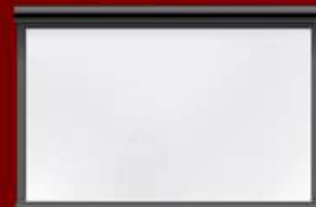EXIT

Mac Mini

Lectern Laptop

Document Camera

Wallplate Laptop

Left Display

Left Screen

Right Screen

Right Display

People

People

People

People

Content

Content

Content

Content

Call Volume
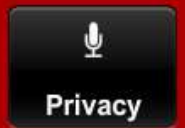
▲

▼

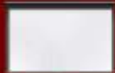🎤 Privacy

Polycom Controls	Camera Controls	People/Content Display Settings	Audio Conference

NCSU LIBRARIES

Use the AV system for a presentation.

Use the room for a video conference session.

Make an audio conference call.

SHUTDOWN the AV system