

AV Instructions (MHRC 1001)

For assistance, contact Audio Visual Services:
(919) 966-6536, Rosenau Hall 232



Getting Started:

- If the conference table's **iPad controller** is in sleep mode, tap the screen to wake it. Press the "**A**" button (located in the center of the screen) to power on the ceiling mounted **LCD projector**.
- If needed, lower the projection screen using the **Screen Control** switch (located on wall by the screen).

To View the Computer Image:

- Press the "**Desktop**" button on the **iPad controller** to display the PC image on the projector.
- Sign in using your UNC Onyen and use the **Wireless Keyboard** and **Mouse** to operate the PC.
- Use the **USB ports** (located on top of conference table) to load your documents or slides.
- Use the **plus** and **minus** buttons at the bottom of the **iPad controller** to adjust the PC audio level.

To View a Laptop Image:

- If necessary, use the power outlet (located on top of conference table) to power the laptop.
- Connect the **HDMI Cable** (located on top of conference table) to the laptop.
- Press the "**Laptop**" button on the podium **iPad controller** to display the laptop image.
- Use the **plus** and **minus** buttons at the bottom of the **iPad controller** to adjust the laptop audio level.

To View the Wireless Connection:

- Press the "**Wireless**" button on the wall **Control Panel**.
- After a couple of seconds, you should see the wireless display screen appear.
- Follow the Gillings Wireless Display instructions to connect your device using the **VIA app**. After connecting to the VIA app, select "**Present**" to display your device's image.
- Use the **Volume Control** on wall **Control Panel** and the separate volume control within the **VIA app** to adjust the Wireless audio level.

To Connect to a Zoom meeting:

- Click the **Zoom icon** on the PC desktop and sign in to Zoom using your UNC Onyen and password.
 - After signing in, click the "**Meetings**" tab in the Zoom client to select and start your Zoom meeting.
 - Press the "**Camera**" button on the **iPad controller** to steer and zoom the camera.
 - Use the **plus** and **minus** buttons at the bottom of the **iPad controller** to adjust the PC audio level.
- Note: The ceiling-mounted microphones are set to a fixed level

To Power Off the LCD Projector:

- Press the "**Room Shutdown**" button on the **iPad controller** and confirm to turn off the **LCD Projector**.