## **University of Chichester** Display User Guide – AV Equipment



## Tech Park 1.27 – (Mini Mac)



1.27 is a small IT Lab, equipped with 8 Mac Studios, and a wall mounted TV, controlled through the Mac nearest the entrance door.

To switch the TV ON: Point the remote control, towards the TV, and press the red power button.





When you leave the room, please return anything you have changed, switch off the Mac(s) and TV and please leave the room ready for its next booking.

Volume: (lectern PC): You can raise, mute and un-mute the volume on the Mac – The audio volume can also be controlled by the TV remote control.

**Source:** There should be no need to use the source buttons on the remote, although technically (with a cable, you can connect other devices to the TV).

(NB Please!, reattach this afterwards if you do so)

K

Recording and Streaming: Although the room is intended for F2F IT Lab work, adding a web camera (available from SIZ) would enable a session to be started (Via Teams), or recorded via Stream

**Training:** To learn how to deliver the best learning experience using the facilities in any of the lecture rooms please contact the Skills Team. skills@chi.ac.uk

> This can also be requested in the Self-Service area of the intranet by clicking Support Me, S then My IT Training selecting "Audio Visual Equipment Training Request".

Help: Please attend the room in good time to make sure it has been left in a ready situation. Basic troubleshooting should include checking that the power and volume, and the KVM switch are set correctly.

For emergency help where there is a fault with the lecture system phone the SIZ on (01243 81) 6222

For non-emergency enquiries please use the **Support Me** button in the **Self-Service** area on the intranet and select: My Teaching > IT Support (Teaching Room/Open Access)

