University of Chichester
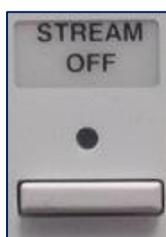## Academic Room 1.02 - User Guide

LECTURER WORKSTATION

The lecturer's workstation is in the middle section of the room, positioned next to a white Crestron push-button panel control.

There are no TV screens nor a projector in room 1.02 because the student workstations are positioned around the edge of the room with students facing the wall.

The lecturer can choose to "Stream" their workstation's desktop screen to all the student workstations in the room allowing the students to view everything the lecturer is doing on their screen. There may be a slight delay noticed.

STREAM OFF

For privacy, before logging in to the lecturer PC, switch off the Stream by pressing the **STREAM OFF** button on the Crestron push-button panel control.
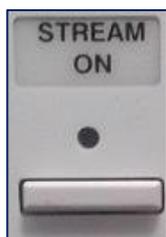
When STREAM OFF is selected its red light will be lit and the student workstations will only see a blank screen if trying to view the stream.

PC

For privacy, before logging in switch off the Stream by pressing the **STREAM OFF** button on the Crestron push-button panel control.
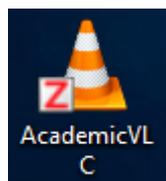
Press the PC button on the Crestron push-button control. This selects the lecturer PC as the display that will be streamed when Stream On is activated.

STREAM ON

To choose to Stream the lecturer PC (or laptop, see below) to the student workstations, press the **STREAM ON** button on the Crestron push-button control.

The display and audio will now be available as a network stream to all the student workstations in the room.
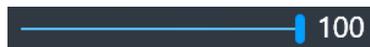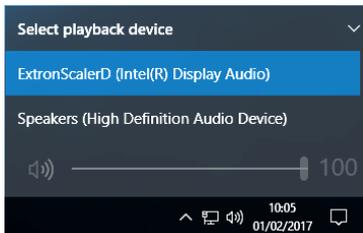

Now, simply instruct the users of the student workstations to launch the **AcademicVLC** icon that is available on their *Windows* desktop.
This will automatically select and open the network stream.

At any time you can choose to turn the Stream On or Off.

SOUND

You can control the volume and choose whether the sound comes only from the Lecturer PC or is heard on the PCs that are viewing the stream. This is controlled from the Lecturer PC by choosing the appropriate *Windows* playback device…

SOUND continued

To choose the *Windows* playback device, click on the *Windows* volume icon and then click the up arrow **^**

For sound to go to the Student PCs choose **ExtronScalerD**
For sound only from the Lecturer PC choose **Speakers**

To **mute** sound, click the the *Windows* volume icon, then click on the speaker icon at the left of the volume level slider – it changes to a muted speaker symbol.
To **un-mute** sound, , click the the *Windows* volume icon, then click on the muted-speaker icon at the left of the volume level slider – it changes to a speaker.

LAPTOPS

A laptop (or other HDMI equipped device) can also be used instead of the lecturer PC, and have its display streamed. There is an HDMI cable by the Crestron unit for laptop connection.

Press the **HDMI** button on the Crestron push-button panel to choose to Stream a device connected to the HDMI cable.

Note you must set your laptop to duplicate its display. In *Windows*, press the *Windows* Logo key and P key at the same time, then choose Duplicate.
For Apple Mac go to Display Properties and choose to Mirror display - do not choose a display resolution above 1920x1080.

LECTURE RECORDING

There is no fixed camera in this room. Lectures can still be recorded by using an appropriate webcam. For information contact the **Skills Team**.

TRAINING

skills@chi.ac.uk

To learn how to make the best use of the facilities in any of the lecture rooms please make an appointment with a member of the Skills Team.
This can be requested in Self-Service by clicking **Support Me**, then **My IT Training** and selecting "**PC/MAC/AV/Assistive Technology Training Request**".

TROUBLESHOOTING

Stream only shows as an empty *Windows* desktop ? – on the lecturer PC, hold down the *Windows* logo key and press P. In the options that appear, Duplicate needs to be highlighted. If it isn't press P until it is selected.

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 on the intranet.