University of Chichester
Academic Interview Room - User Guide

DISPLAY

The display screen is operated with the Crestron push-button panel below the display screen.

Switch on the display screen by pressing the **POWER ON** button on the Crestron push-button panel. A red light next to this button indicates the power is On.

Switch off the display screen by pressing the **POWER OFF** button on the Crestron push-button panel. A red light next to this button indicates the power is Off.

PC & DVD

The Interview Rooms 1.04, 1.06, 1.07 and 2.06 do not contain a PC or DVD.

LAPTOPS AND APPLE DEVICES

Use an appropriate cable to connect your device to the HDMI socket.
Press the **HDMI** button on the push-button panel.

If the laptop image does not appear on the screen you may need to instruct your device to output its image. In *Windows*, press the *Windows* Logo key and P key at the same time until Duplicate is selected.
For Apple Mac go to Display Properties and choose to Mirror display.

An iPad, iPhone or iPod with a Lightning port can use an HDMI adapter (aka Apple Lightning Digital AV Adapter) to connect to the system – this can be used for playing music and video you have on your device.

VOLUME

First raise the volume on the PC within *Windows* – or on your laptop – before raising the volume on the display.

Use the **VOL ▲** and **VOL ▼** buttons to adjust the **Display** volume.
To mute the volume press the **MUTE** button (its red light flashes when muted).

TRAINING

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**".

skills@chi.ac.uk

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.