



DISPLAY



This is a large format touch screen which responds to either your hands or to pens that should be located at each edge of the screen.

POWER

Normally just touching the screen will bring it out of standby. Otherwise use the power button located at the far right hand side of the front of the screen. This can be used to switch the screen off when you have finished your session



If the screen is powered on, and you still do not see anything displayed, please check to ensure that the PC housed behind the display is switched on

If the computer is on already on – or showing the message “unable to detect your input signal”, move the mouse or press any key on the wireless keyboard.

PC



A PC is situated on the teaching desk. This simultaneously operates the large display screen, and in theory can be operated (once logged in) via the interactivity on the screen.

This PC needs to be switched on manually.

If this is on but asleep, and pressing a key on the wireless keyboard (that you should find in the room), or moving the mouse does not waken it, push the power button once, briefly, to wake it up.

LECTURE RECORDING



There is a fixed web camera with a microphone in this room. Please note that you may have to select this from within the software you are using – for example ChiPlayer or MS Teams.

For more detailed information and training on lecture recording, and live streaming please contact the Skills team (skills@Chi.ac.uk)

SWITCHING BETWEEN PC AND OTHER DEVICES

To switch between the *Windows* PC and other device sources either press the **MENU** button found below the screen's Power button (see above), or alternatively swipe upwards from the bottom of the screen to reveal the **General Setting** window.



The home screen button will take you to the Android Home screen

Press the cogwheel to show the General Settings and input sources

Volume up

Volume Down



Choose a source by tapping on it. The blue dots below a source show which are currently active (i.e. available and connected). There are also volume and screen brightness controls available on the General Setting screen.

LAPTOPS

To connect a laptop use an appropriate cable, normally HDMI, and connect your laptop to the vacant sockets in the plate in the dado adjacent to the PC. See the instructions for the Clevertouch overleaf, and select HDMI2. Within your laptop setting, you may need to select extend, or duplicate screen



PEN & INTERACTIVITY



The screen is responsive to touch with a hand/finger and will register up to 20 points of contact on the screen simultaneously if you would like multiple drawers/writers to use the screen at once. There is also a special pen which can be used upon the screen. The pen is usually located on the side edge of the display.

To draw on the screen press the inward pointing arrow at the side of the screen, then choose the pen icon. You can then draw with your fingers and erase with your hand.

Drawings made on the screen can be saved but are saved to the *Android* system so you will need a USB storage device to transfer them to. See ANDROID section below.



The Home icon will jump to the *Android* system home screen. If you are using the *Windows* PC then do not press this icon unless you intend to go to *Android*.



The pen icon is used to choose a drawing pen or highlighter pen, and to select the colour of the chosen pen.



Zoom tools for: increase zoom, decrease zoom and return to full screen



The scissor icon is a screenshot button which takes a screenshot of the screen and saves it to a folder on the *Android* system of the display device. To retrieve the file you must use the *Android* system where it can be copied to a USB device.

ANDROID



The Clevertouch display also contains an *Android* operating system. You can switch to the *Android* system by touching one of the Home buttons found in the on-screen menus.

The functionality of the *Android* system is too complex to be summarised here.



To learn more about how to use the *Android* side of the Clevertouch display, visit their help site (choosing Plus Series) at: <https://gettingstarted.clevertouch.com>

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**, then **My IT Training** selecting "**Audio Visual Equipment Training Request**".

HELP

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)

