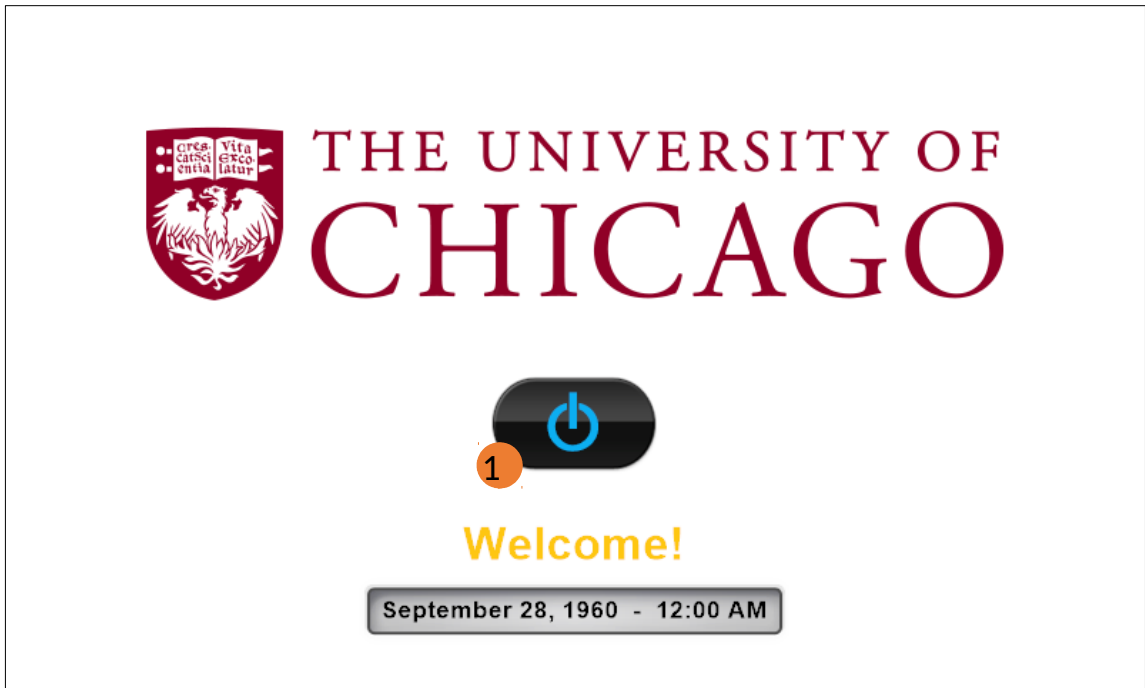




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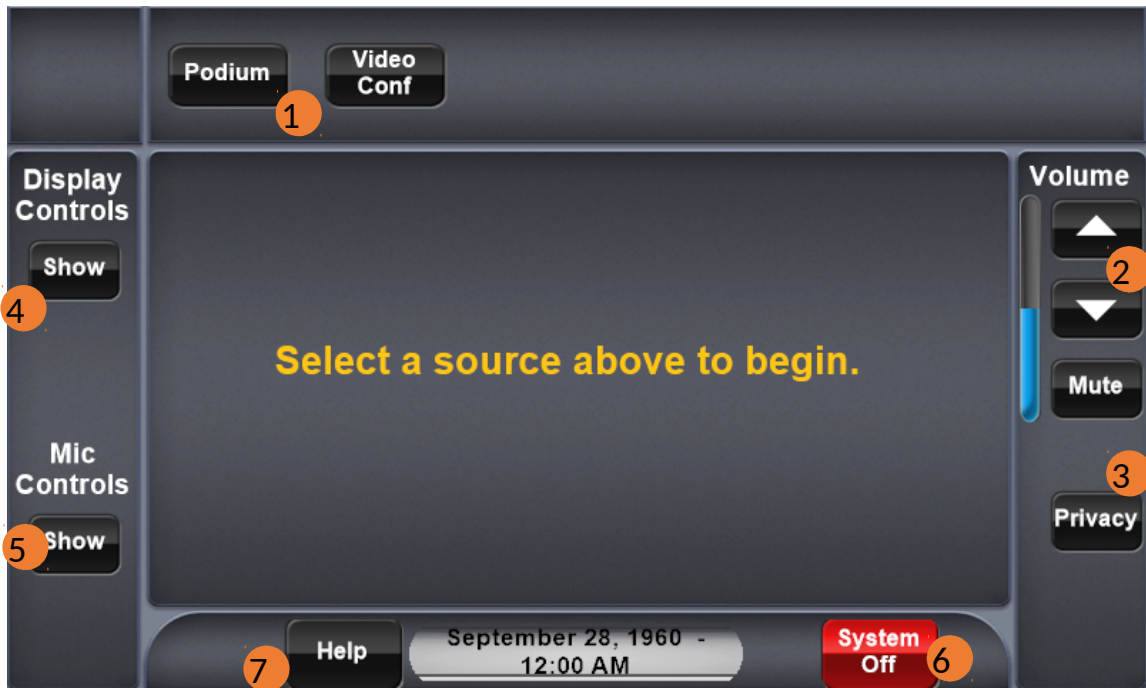
Colloquium Room Quick User Guide

Welcome Page



- 1) Touch the power button to begin. The system will start.

Main Page



- 1) Select a source. The selected source's controls will be shown. If the projector is not already on, it will power on.
- 2) Press to raise or lower the volume, or mute the volume in the room.
- 3) Press to mute or unmute all microphones. The LED on the microphone will turn red when muted, and green when unmuted.
- 4) Press to show display controls.
- 5) Press to show Microphone Controls.
- 6) Press to show the system shutdown options.
- 7) Press to show the help screen.

Podium Input



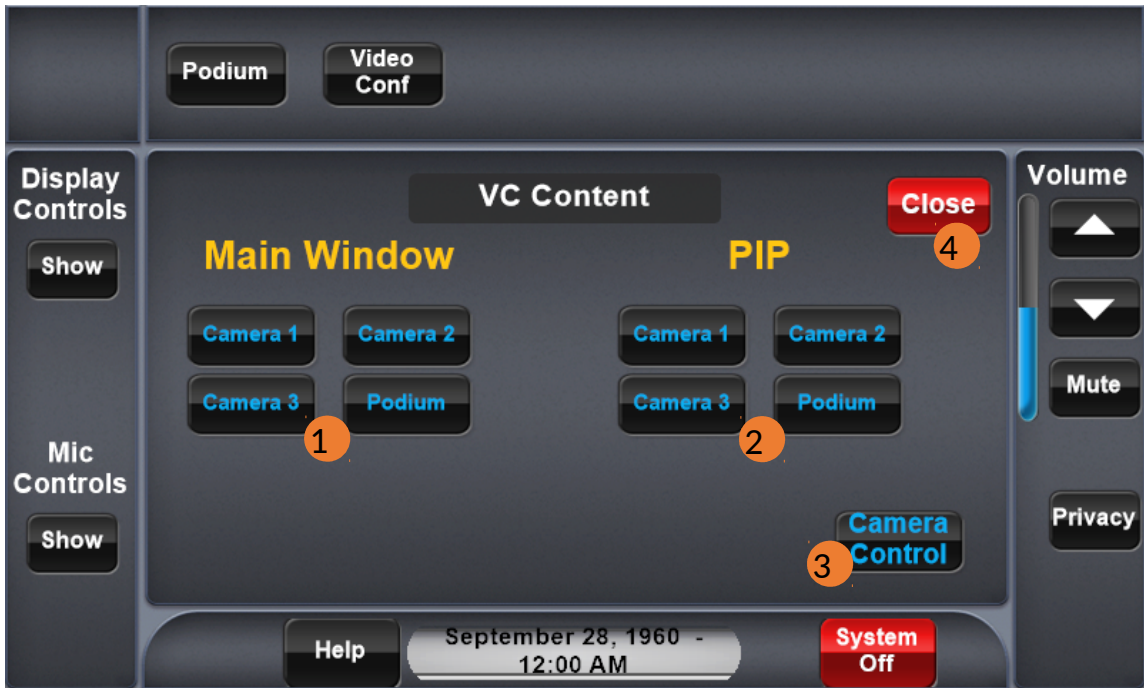
- 1) Press to select an input for the podium. The system will default to “Auto”.
- 2) Press to send to one of the projectors in the room, or send to the overflow displays outside the room.
- 3) If the podium input is not detected, a message pops up to indicate this to the user.

Video Conference



- 1) Press to show content controls. This allows the user to select what is seen on the far end of a conference.
- 2) Press to send to one of the projectors in the room, or send to the overflow displays outside the room.
- 3) Press to show camera controls.

Content Controls



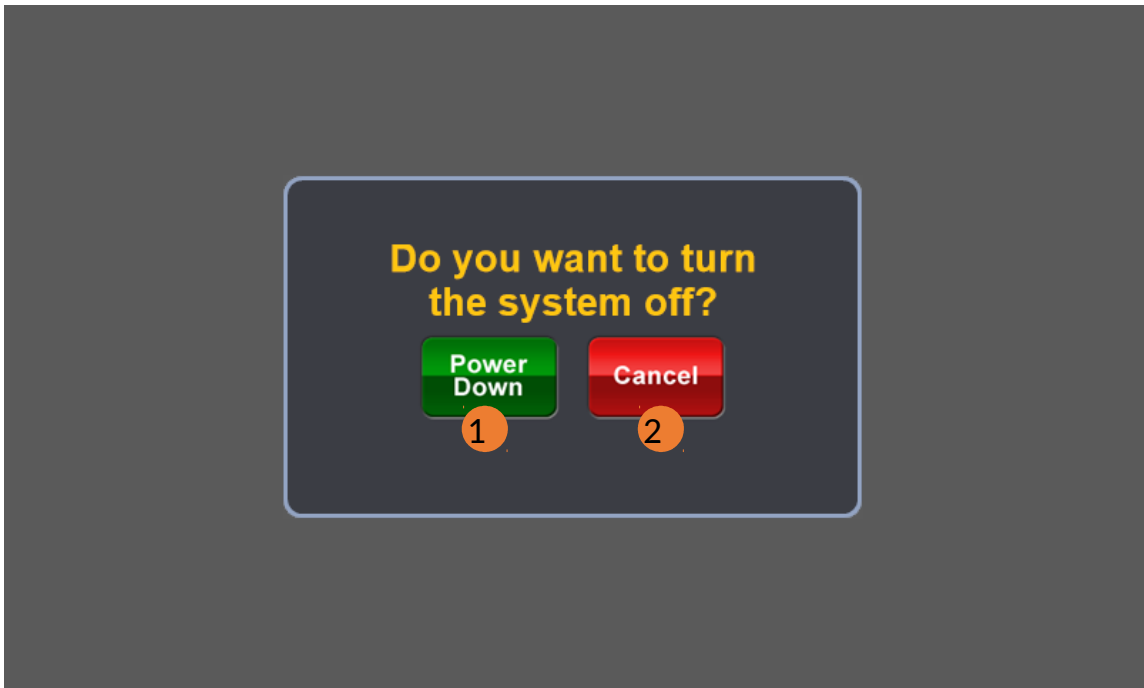
- 1) Press to select a source for the main content window.
- 2) Press to select a source for the PIP window.
- 3) Press to show camera controls.
- 4) Press to close.

Camera Controls



- 1) Press to control the currently selected camera.
- 2) Press to select a camera.
- 3) Press to recall a preset. Hold for 3 seconds to save a preset. When saved, a notification will indicate "Preset Saved".
- 4) Press to close.

Shutdown Confirmation



- 1) Press to shutdown system and reset for the next user.
- 2) Press to return to the system without shutting down.