



Classroom Technical Guide


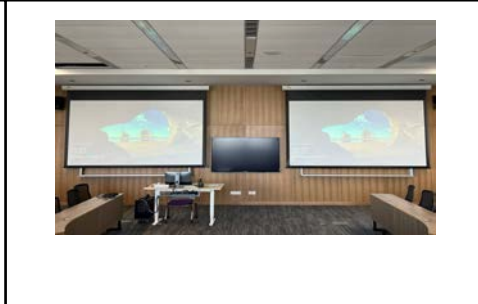
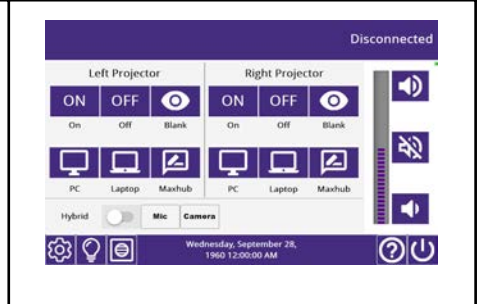

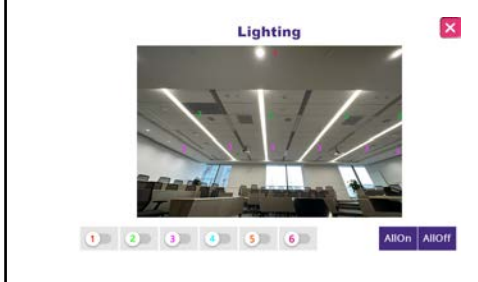
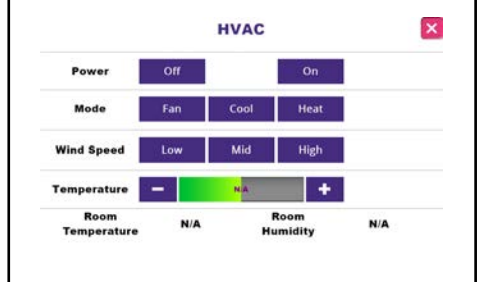
If you need assistance, dial **88** from the phone located on top of the Lectern. The IT Client Services desk is located on the 5th floor in room N525

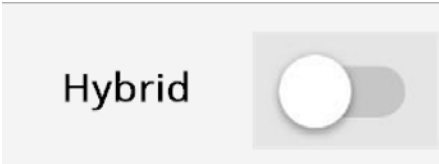
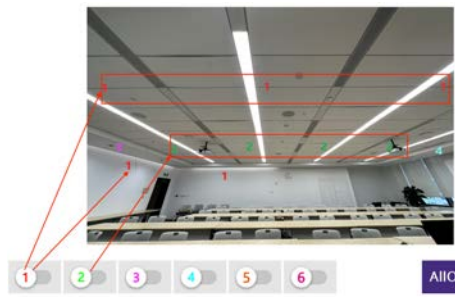


Note: Don't save data on classroom computers, all data on classroom computers will be deleted beyond recovery on every restart or shutdown.

Your classroom is equipped with the following:

<p>In the equipment rack:</p> <ul style="list-style-type: none"> Classroom Local PC (Lenovo) and loaded with standard desktop software 	<p>On the Lectern:</p> <ul style="list-style-type: none"> Keyboard/mouse (for local PC) IP Phone(dial 88 for IT support) USB Hub (for local PC) 1 Monitor (for local PC) Laptop connection cables (USB-C,HDMI) 2 Microphones with charging station 	<p>In the room</p> <ul style="list-style-type: none"> Extron control panel 2 Ceiling-mounted projectors and screens 1 MaxHub (As the E-whiteboard)
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Use the Extron touch control panel to control the room equipment. The unit is on the lectern.

		
<p>1. Find the control panel on the lectern</p> <p>2. Press “start” to turn on the system</p>	<p>3. The projector will be on</p> <p>4. The screen will lower down</p> <p>5. Login in Classroom PC with NetID & Password</p>	<p>6. Press “PC” on the panel to display Classroom PC Desktop to projector</p>
		
<p>7. Connect personal Laptop or tablet with appropriate cable</p> <p>8. Press “Laptop” to display laptop desktop to projector</p> <p>9. Press “Maxhub” to display Maxhub desktop to projector</p>	<p>10. Press lighting icon “💡” on the left bottom of the control panel</p> <p>11. On “Lighting” page, click on “All on” or “All off” to turn on/off lights</p>	<p>12. Press AC icon “🌬️” on the left bottom of the control panel</p> <p>13. On the “Air Conditioner” page, press on “On” or “Off” to turn on/off the Air Conditioner.</p>

		
<p>* On Control Panel, slide “Hybrid” button to enable microphones for “Zoom” application on classroom PC</p>	<p>*On Control panel ->lighting page Slide the number button to turn the lights on or off on specific area marked with the same number</p>	<p>Note: Press “” on bottom right corner of the panel to shut down the system Put the wireless microphone to the charging station after use, the charging station indicator will lit on red</p>