

This room contains one projector, a built-in PC, HDMI connection for laptops and other devices, Via Go wireless collaboration, overhead microphones, and video camera. The equipment in this room is controlled by a touch panel interface at the instructor station.

System On

Touch the panel to wake it and press the ON button.



If the panel is already on, use the Projector Control on the left side to turn the projector on.

Wait 60 seconds for the projector to power up. The system starts with the PC screen displayed.

System Off

Press the **System Off** button on the touch panel and confirm shutdown.



Wait 60 seconds before powering on again.

Please turn the AV System off before leaving the room. Sign out of the PC, but do not turn it off.

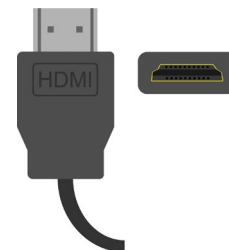
Use the PC

1. Move the mouse or press a keyboard key to wake the PC. If nothing displays on the monitor:
 - a. Check if the monitor power is on.
 - b. Check if the PC power is on.
2. Sign in with your VIU credentials.
3. Select **PC** on the touch panel.
4. Sound volume can be controlled from the PC and the touch panel.

Connect your own device

An HDMI cable is located at the instructor station.

1. Ensure your device is powered on.
2. Plug the HDMI cable into your device.
3. Select **HDMI** on the touch panel.



If the picture doesn't appear:

Windows: Press  + P to select a presentation option (usually Duplicate).

Mac: Go to System > Preferences > Display > Arrangement > Mirror.



If you still see a black screen, toggle the **Black Screen** button on the touch screen.



Use Zoom video conferencing

1. Sign in on the PC and open Zoom.
2. Sign in with **SSO** and enter "viu" as your domain.
3. Enter your VIU Computer Account credentials.
4. Use the Logitech remote to adjust the positioning of the webcam.
5. Create or join a meeting.

If you're experiencing any audio or video issues, go to the Zoom settings and confirm the following:

- Video – Camera: PTZ Pro 2
- Audio – Speaker: Extron HDMI
- Audio – Microphone: Echo Cancelling Speakerphone

Wireless collaboration

1. Connect your device to the **viu-secure** wireless network.
2. Select **VIA GO** on the touch panel.
3. Follow prompts on the screen to connect.