

EEXT Training Room
Instructions for the use of the Presentation System



To Turn the System On

- Tap the touch screen on the podium to turn the system on.
- Once the system is on, the TV will turn on.
- To control what is displayed on the TV's you need to touch the Source on the left of the control screen.

The source options available:

- Computer: This is to use the computer inside the podium.
- Computer Extended: This is to use the extended desktop function for a second screen.
- VGA Laptop: This is to use your laptop with the supplied VGA cable.
- HDMI Laptop: This is to use your laptop with the supplied HDMI cable.

After you have selected your source on the left hand side of the touch screen you need to choose which TV to send it to. So select the source then press the display you want it displayed on in the top middle of the screen under the Send To section. Each screen can select one input.

Volume controls are located on the left hand side of the touch screen. You have the ability to go up and down on the controls, or mute.

To turn the TV off and not exit the system there is a power off TV control on the bottom right of the screen.

This room has a camera in the back of the room that is pointed at the podium.

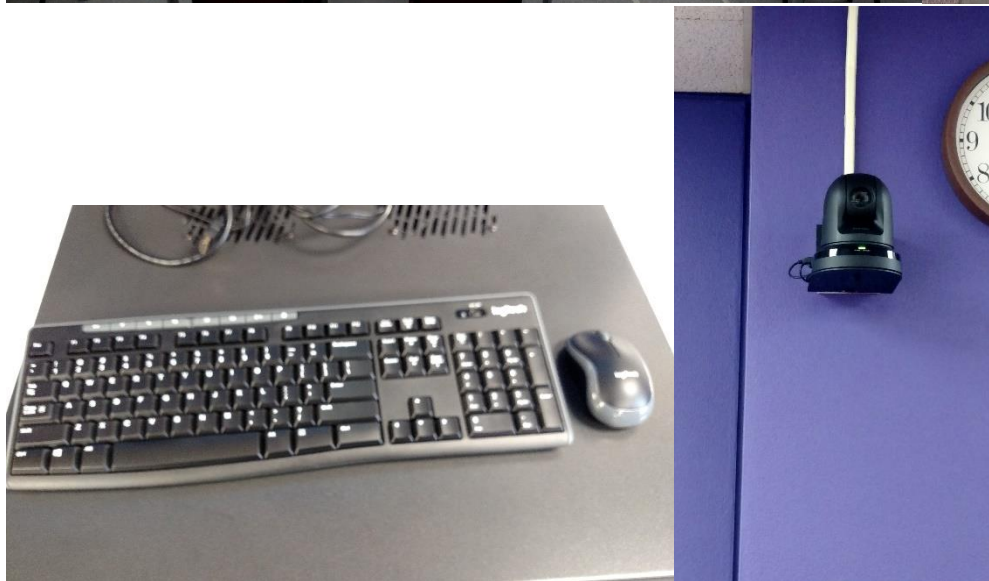
To control the camera, press the Camera Controls button on the bottom right of the Touch screen. This will bring up the camera controls where you can Pan/Tilt and zoom.

Please see reverse side for additional instructions.

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To exit the system, press the Exit System button on the bottom middle. This will turn off the TV and exit the system.



There is a wireless mouse and keyboard located that is connected to the PC. There is power switch located on the top right corner of the keyboard and the bottom of the mouse. Make sure these are on before you start your presentation.

There are two wireless mics on the podium. One is a hand held mic the other is a lapel mic.

Please see reverse side for additional instructions.