

Instructions for Room 151B

NOTES: Available generic login: lawclass password: mymclaw

1. Make sure computer is on.
2. Tap the A/V control console (with MC|Law on it).
3. Select “Classroom” or “Courtroom” depending on your desired use.
4. Tap “Projectors On” to turn the projectors ON.
5. When finished, press the “Power Off” on the AV console to turn off projectors and retract screens.
6. If projectors don’t show the computer screen, press the “Lectern PC” under the **Video Source Select**.
7. You can attach a laptop to the USB C connector on the lectern, and press “Laptop” under the **Video Source Select**.
8. To blank the screen, tap the “Blank Screens” button at the bottom of the A/V console screen.
9. There are two wireless microphones on the lectern. Flip the switch on the microphone to the ON position. You control the volume through the right side of the A/V console. If you use them, be sure to turn them off when done.

Camera Control

There is a camera in the back of the room. There are no controls for the camera in this room (151B).

Using laptop computers with system

Laptops can be used with this system. There is a USB C connector on the lectern. Connect it to your computer and select “Laptop” under **Video Source Select**.

Audio Control

You can control the audio for the lectern microphone and the two wireless microphones from the A/V console. Use the sliders to control the volume or the “Mute” buttons to silence the microphones.