Medical Science Building
Classroom 384

Visit the ETMS webpage

*Numbers on images below correspond with written steps.

Present with PC

Present with Laptop

Web Conferencing

PTZ Camera Remote Control

Microphones
Present with PC

1. Open the AV Rack door to be sure the **PC** is turned **ON** and power button is lit up

2. On the desk control panel, turn projector **ON** by pressing **PROJ ON/OFF** button

3. Select the **PC** input

4. Sign into **PC** using Western credentials
5. To adjust volume of the microphone, use **up** and **down** arrow buttons located on the control panel

6. Please be sure to turn off the projector by pressing the **PROJ ON/OFF** button when finished
1. On the desk control panel, turn projector **ON** by pressing **PROJ ON/OFF** button

2. Plug laptop in via the **HDMI** or **VGA** cable on the desk

3. On the control panel select **HDMI** or **VGA** for laptop input

4. To adjust microphone volume, use **up** and **down** arrow buttons located on the control panel

5. Please be sure to turn projector off by pressing the **PROJ ON/OFF** button when finished
* Web conferencing will only work when using the PC

1. Once the **PC** is on and projected, sign in using Western credentials and run desired web conferencing program

2. If assistance is needed, please contact ETMS
PTZ Camera Remote Control

- If you need to adjust or change the angle of the PTZ Camera, you can find the remote in the AV rack drawer.
Microphones

1. A wireless microphone and a hand-held are provided within drawer at the top of the A/V rack

2. Choose desired Microphone

3. Turn on the hand-held microphone by the power button on the handle
4. The wireless microphone is best clipped to your shirt near the bottom of your neck. The microphone should be facing up towards your mouth

5. Turn on the wireless microphone by pressing the power button on the top of the transmitter

6. The wireless transmitter can be clipped on your pants or placed in your pocket