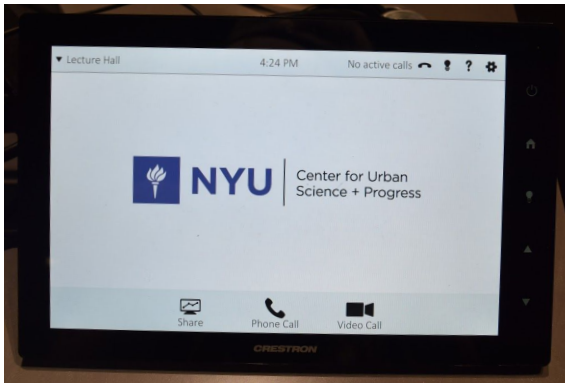# 370 Jay
Lecture Rooms

Step 1: To begin, press the "Share" button at the bottom of the screen.

Step 2: Select the device which you would To use from the offered inputs
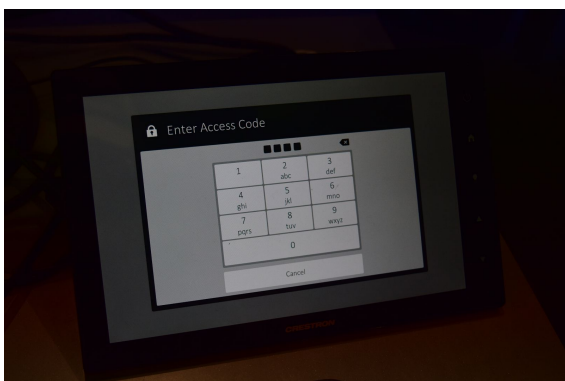

The PC input will display from the lectern PC.

The Laptop input allows you to connect and display from your laptop.

The Blu-ray input allows you to display from the the Blu-ray player.

Step 3: To access more advanced settings, press the settings button in the top-right Corner of the screen and hold down until met with this screen:
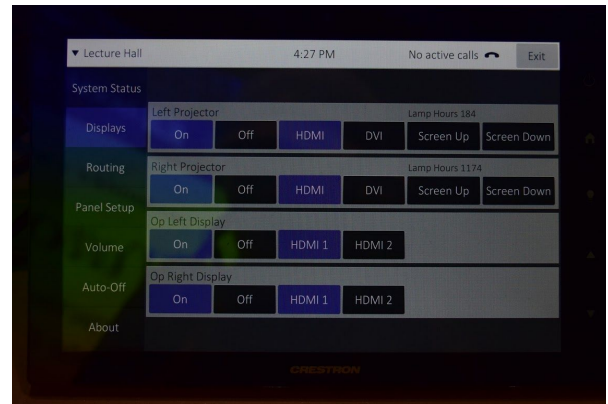

Step 4: Enter the password "1234"

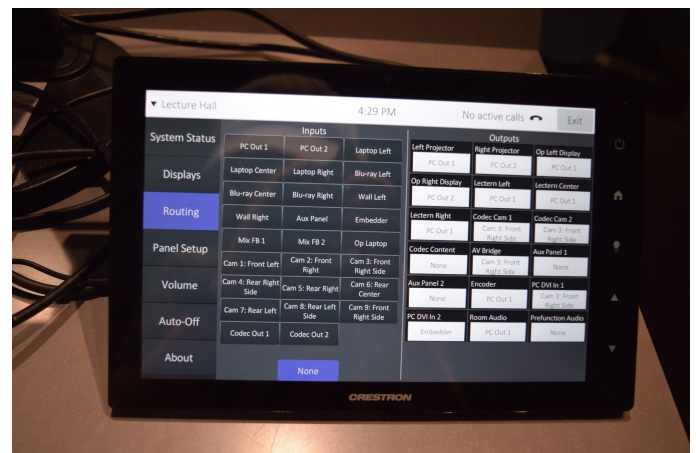**Step 5:** You will then be met with the following page:

Step 6: In order to either turn off a Projector or bring up a screen, click the "Displays" button on the left-hand side of the screen.
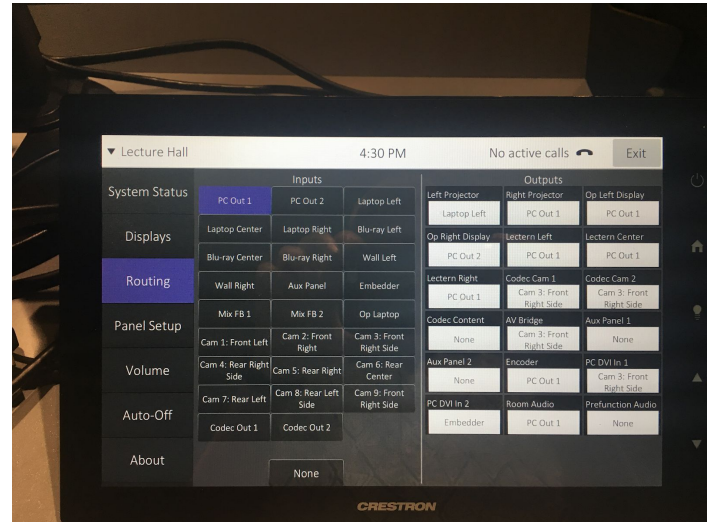

To raise a screen, press the "screen up" button for the screen you wish to raise. after the screen has finished raising, you can then turn off the projector that corresponds with the screen by pressing the "off" button.

To simply turn off a projector, press the "off" button for the projector you wish to power off.

Step 7: If you wish to display from two different inputs such as the lectern PC as well as a laptop, press the "Routing" button on the left-hand side of the screen. You will then be met with the following page.

Step 8: To switch the display of one projector to display from another device such as a laptop,first click the "Laptop Left" button and then select either the "Left Projector" button or the "Right Projector" button depending on which screen you would like to display the laptop from. If you wish to display from a device other than a laptop, simply press the corresponding button of the device and then select which projector you would like to display from.

Step 9: To exit, simply press the exit button at the top-right corner of the screen

Step 10: When finished, to turn off the system, select the "End Meeting" button on the bottom-right corner of the screen. This will then shut down the system after thirty seconds.