



University of California Berkeley – Tolman Hall

LARGE MAIN CONFERENCE ROOMS AV CONTROL SYSTEM - OPERATION GUIDE

1. The Audiovisual system in **Large Main Conference Rooms** is designed with the following functionality:
 - A. **A Presentation system** with one [1] Ceiling Mounted projector, one [1] Laptop connection points, room computer connection and Crestron AirMedia wireless content presenter.
 - B. **An Audioconferencing system** with six [6] built-in Ceiling Microphones, one [1] lavalier wireless microphone, Built-In Ceiling Loudspeakers and Assistive Listening System.
2. The audio visual system is operated via a touch panel controller located at table.
3. To start using system touch anywhere on the screen to.



PLEASE DO NOT REMOVE FROM PRESENTATION ROOM

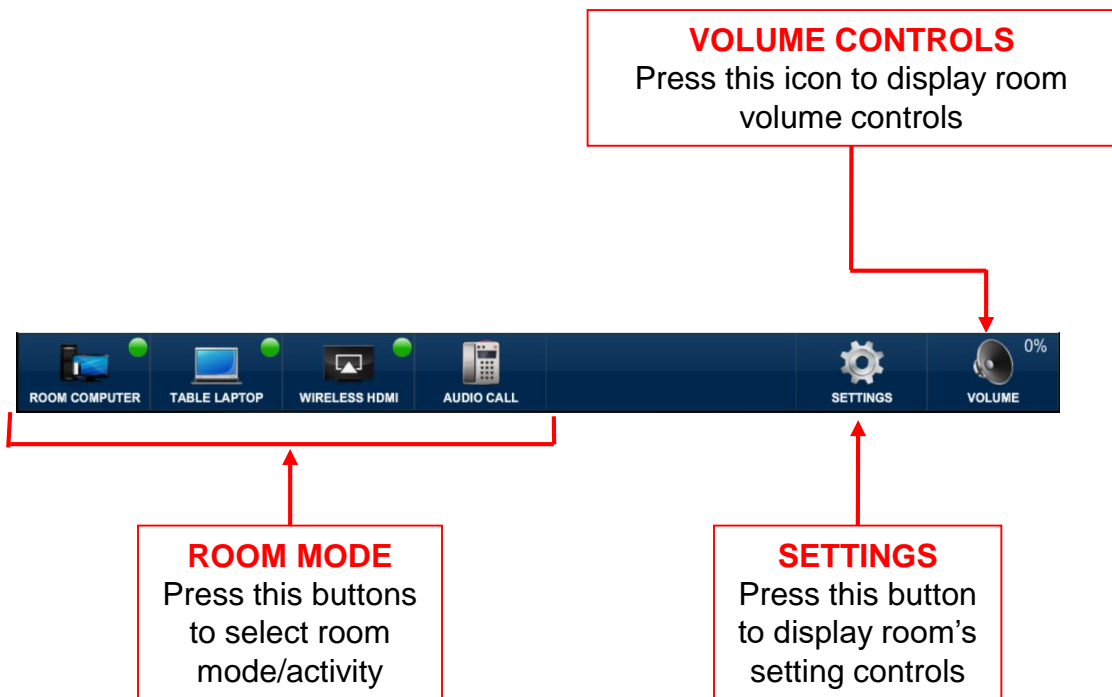


LARGE MAIN CONFERENCE ROOMS AV CONTROL SYSTEM - OPERATION GUIDE

No matter where you are on the touch panel, there are certain items that will always remain in the same location.

1. TOOLBAR

The Toolbar will always appear along the bottom of the touch panel. The Toolbar contains the System Power button and Audio Control buttons. It also contains a Settings button for Advanced Controls

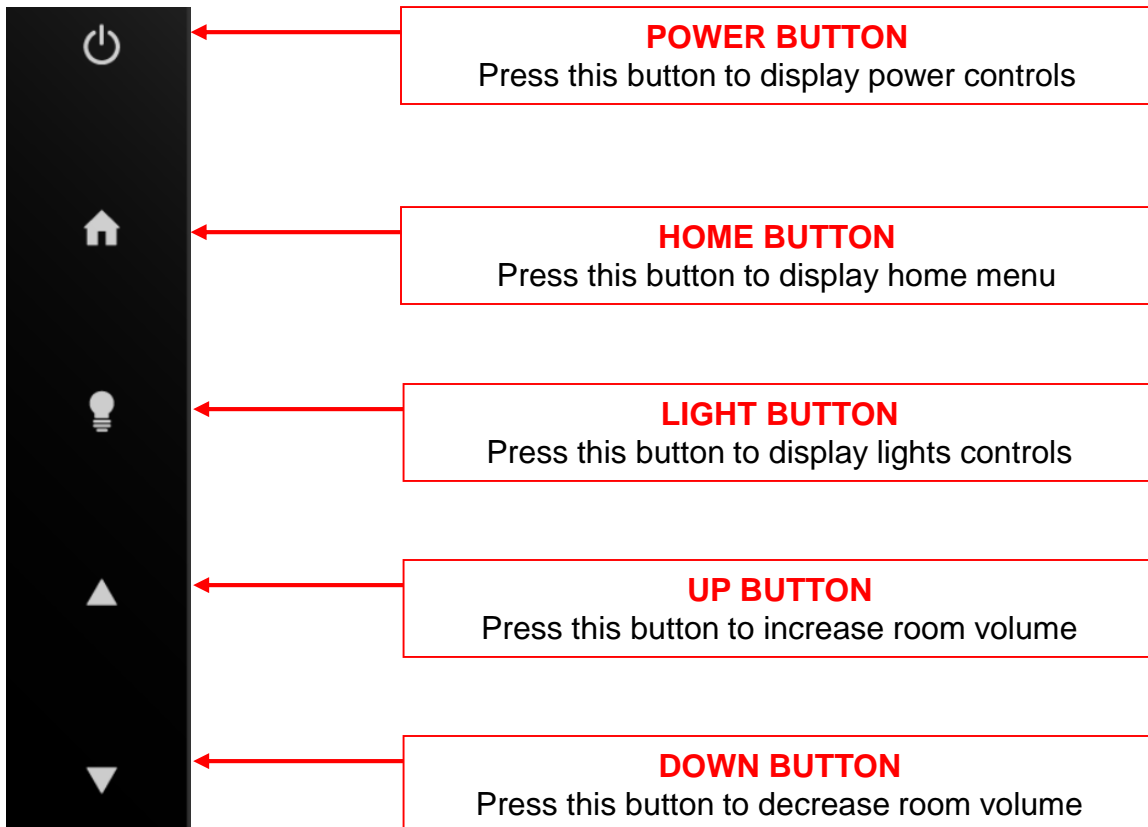




LARGE MAIN CONFERENCE ROOMS AV CONTROL SYSTEM - OPERATION GUIDE

2. SIDE BUTTONS

The touch controller has side buttons that are used to control audio video system





LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE

ROOM VOLUME CONTROLS



1. Press the,  icon from the bottom of the screen to display volume controls.

2. Press up/down/mute icons to adjust room or wireless microphone volume levels.

3. Press the,  icon to close volume controls page.



LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE


ROOM SETTINGS



1. Press the,  icon from the bottom of the screen to display projector power controls.

2. Press on/off icons to control power of the display.

3. Press up/down buttons to lower or raise screen.


4. Press the,  icon once again to close room settings page.



LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE

ROOM SHUTDOWN



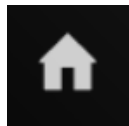
1. Press the,  button on side of the touch controller to display shutdown page.

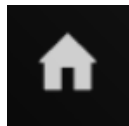
2. Press the,  icon to close shutdown page.



**LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE**

HOME MENU



1. Press the,  button on side of the touch controller to display home menu page.




2. Select the room mode you wish to engage.
(same modes always available at toolbar in left bottom part of the screen)



LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE

LIGHTING CONTROL



1. Press the,  button on side of the touch controller to display lighting control page.

2. Select desired lighting preset.



3. Press the,  icon to close lighting controls page.



LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE


PRESENT ROOM COMPUTER



1. Press “ROOM COMPUTER” icon from home menu or toolbar to display room computer on the projection screen.

(Touch controller will display page above)



2. Press the,  icon to display more information about room computer.



**LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE**

PRESENT TABLE LAPTOP CONNECTION



1. Press “TABLE LAPTOP” icon from home menu or toolbar to display table laptop connection on the projection screen.

(Touch controller will display page above)

2. Connect your device to HDMI, Display Port or VGA cable at table.

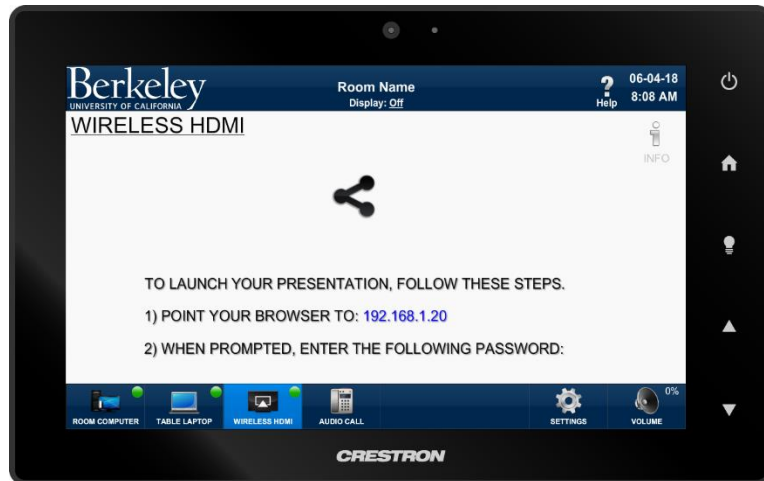


3. Press the,  icon to display more information about table laptop connection.



LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE

PRESENT USING WIRELESS HDMI PRESENTER



1. Press “WIRELESS HDMI” icon from home menu or toolbar to display content from your device using wireless HDMI presenter on the projection screen.

(Touch controller will display page above)

2. Follow step-by-step instruction on projection screen to display content from your device on the projection screen.



3. Press the,  icon to display more information about wireless HDMI presenter.



LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE


MAKE AN AUDIO CALL



1. Press “AUDIO CALL” icon from home menu or toolbar to make an audio call using built in speakers and microphones.

(Touch controller will display page above)

2. Using keypad icons enter a number you wish to dial and press dial icon to make call

3. Press the,  icon to display more information about audio call capabilities.



**LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE**

VIDEO CALL - ROOM COMPUTER



1. Press “ROOM COMPUTER” icon from home menu or toolbar to display room computer on the projection screen.

(Touch controller will display page above)

2. Start video conference session using your conferencing software (e.g. Zoom, Bluejeans, etc.)

3. Once connected, far end participants will hear you through the ceiling microphones and far end participants will be heard through the room speakers.

PLEASE DO NOT REMOVE FROM PRESENTATION ROOM



**LARGE MAIN CONFERENCE ROOMS
AV CONTROL SYSTEM - OPERATION GUIDE**

VIDEO CALL - TABLE LAPTOP CONNECTION



1. Press “TABLE LAPTOP” icon from home menu or toolbar to display table laptop connection on the display.

(Touch controller will display page above)

2. Connect your device to HDMI, Display Port or VGA cable at table. Also connect the USB cable to your device to enable conference audio to flow.

3. Start video conference session using your conferencing software (e.g. Zoom, Bluejeans, etc.)

4. Once connected, far end participants will hear you through the ceiling microphones and far end participants will be heard through the room speakers.

PLEASE DO NOT REMOVE FROM PRESENTATION ROOM