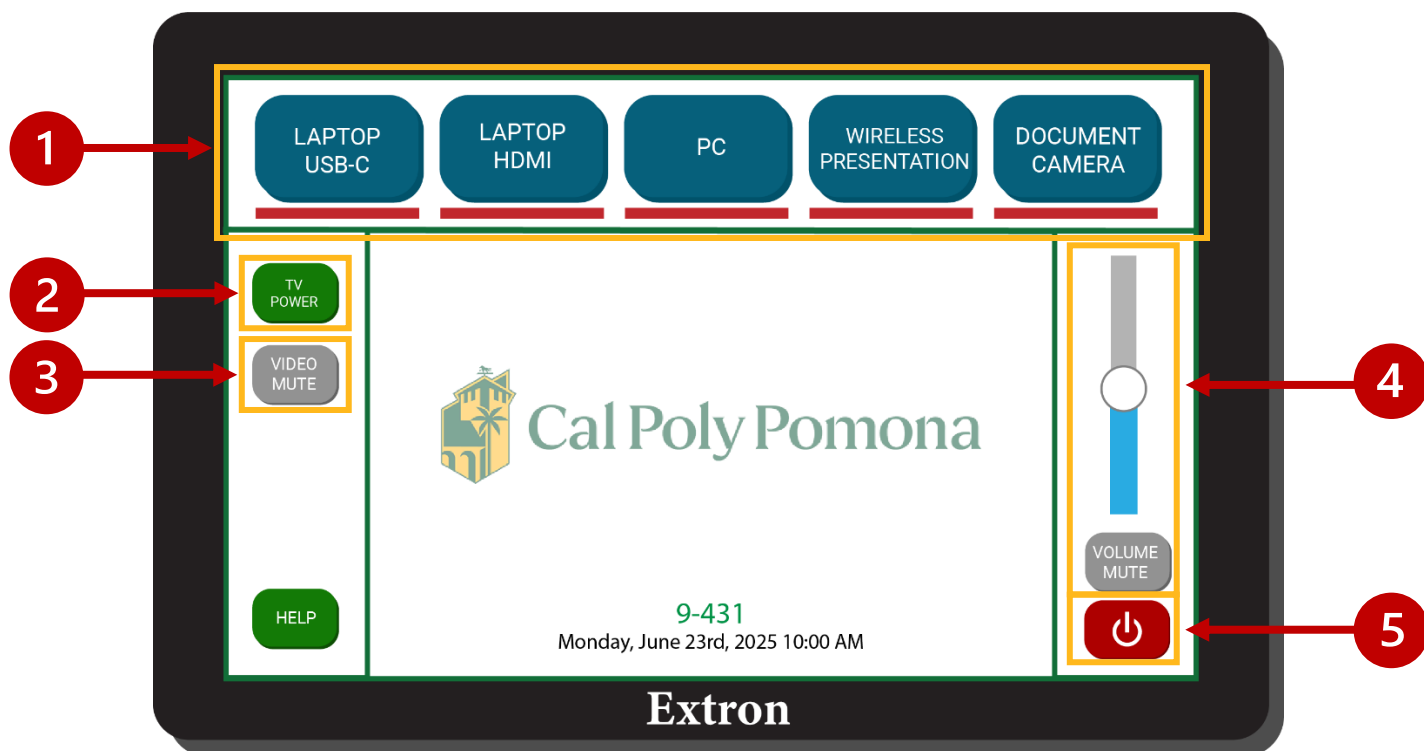


9-431 Reference Sheet

Getting Started

The equipment in 9-431 follows the Standard – Multiple Displays designation which utilizes a touch panel at the Instructor Station to control room functions from a single centralized location.

Touch Panel Functions



| Value | Function | Description |
|-------|------------------------|-------------------------------------------------------------------|
| 1 | Input Selection | Changes what is shown on all the displays in the classroom. |
| 2 | TV Power Controls | Opens a menu that lets you individually power ON and OFF the TVs. |
| 3 | Video Mute | Sets a black screen for all displays but does not turn them off. |
| 4 | Main Volume Adjustment | Raise, lower, or mute the system volume. |
| 5 | System Power | Disables mics and turns off all the displays automatically. |

Additional Room Details

Four TV's can be found around the room to help student visibility of the content source that is selected from the touch panels inputs. The destination locations cannot be reconfigured or changed.

NEED SOME EXTRA HELP?

Call (909) 869-4040 | www.cpp.edu/classroomhelp

9-431 Reference Sheet

About the Catchbox Microphones

Two microphones are installed in the room:

[1] Catchbox Foam Cube Microphone

[1] Catchbox Lapel Microphone

These microphones are set to automatically enable themselves and project a speaker's voice over the rooms audio system.

The Foam Cube Microphone can be tossed around carefully to students without concern of damage or injury. There is a center capsule that houses the microphone that can be removed to adjust the incoming volume or turn it on in the event it is disabled.

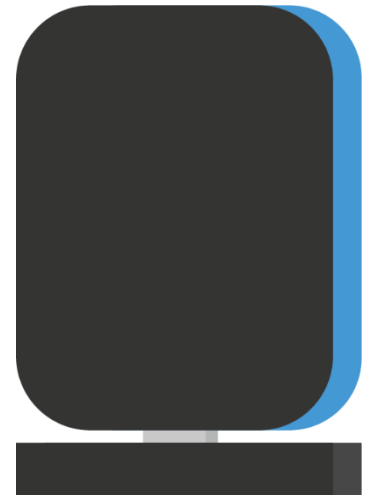
Please make sure to place the microphone back on its base to charge at the end of every class, ensuring that the green LEDs are blinking in sequence which indicates the device is being charged.



The Lapel Microphone has three buttons that are used to control power and volume indicated with their respective labels.

While this microphone includes a wired attachment to bring the microphone closer to a speakers' voice, it is not required as the box has a second microphone built in you be used like a normal handheld microphone if that method is preferred.

Please make sure to plug the microphone into the included USB-C charger at the Instructor Station at the end of every class to prevent any downtime for others.



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9-431 Reference Sheet

About the Wireless Presentation Function

This function allows instructors and students to display content from their laptops or phones directly onto the main room screen(s).

Up to 4 participants and 1 moderator can connect simultaneously, simplifying group projects, or enhancing collaboration within the learning environment.

To get started, all devices that intend to utilize this function will first need to be connected to the campus **eduroam** wi-fi network. (www.cpp.edu/wifi)

Next, participants will need to install the **Solstice App** from Mersive's Download Center for their device. (www.mersive.com/download)



Once everyone is ready, set the touch panel to the Wireless Presentation input and open the app on the participating devices.

Using the search bar at the top of the Solstice App, type in your room number **[009-0431]** and select it from the list when it populates.

In some cases, you may need to enter the devices IP-address into the search field. This can be found on the top right portion of the main display screen formatted as **[10.104.92.XXX]**.

The app will then prompt you to type in a **four-digit code** that is displayed on the wireless presentation screen. Input the code given and wait a few seconds for the device to synch with the system.

For faculty moderation controls, navigate to the **Moderate** tab on the left-hand side of the app and enable the **Moderate Meeting** toggle.

Make sure that the device selecting this belongs to the faculty member as this grant's permission to the selected user to accept or kick participants from the meeting at their discretion.

Additionally, moderators can organize the global display order and participant layout which lets you display multiple sources onto the projector at the same time.

*For more detailed information and videos on how to use Solstice, visit the **Classroom Help** page and look for information on Wireless Presentation in the available guides.*

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