

Med-Chi Hall: Quick Start

Med-Chi Hall benefits from a range of collaboration technologies.

This Quick Start guide gives basic instructions on using the technology in Med-Chi Hall. A separate guide giving an Overview of the technology and furniture in the room (including a floor plan) is also available.

At the Lectern

Presenting and sharing content

Use the main touch screen panel (AMX) on the lectern to share content from the Desk PC, your own device, Visualiser, or any one of the Bays, to any screen in the room.

- Tap the AMX panel



- On the **select room mode** screen, tap **Presentation**
- Select the content **Source** (e.g. **Desk PC, Laptop, Visualiser**, or one of **Bays**)
- Select the **Display** you want to send the content to, e.g. **Display 1, 2 or 3**, or **Bay Displays**



- Adjust **Volume** if required

Notes:

If you choose to present the content of the Desk PC on one of the 3 main display screens, you can then control the Desk PC by touching the main display.

The Visualiser switches on automatically when selected as the content source. However, you will need to switch it off *manually* when you are finished.

Video Conferencing

- Tap the main touch screen panel (AMX)
- On the **select room mode** screen, tap **Video Conference**

The VC presenter-tracking cameras start up automatically. You'll see video output from the room cameras on main display screens 1 and 3. Once the conference has started, you'll see video output from the remote camera(s) on main display screen 2 and on the additional presenter-facing screen mounted on the ceiling in the centre of the room.

From this point, you can use the additional touch screen panel on the lectern to manage the Video Conference, e.g.

- Dialling
- Camera control (cameras track the presenter automatically, but this can be switched off if not appropriate) and microphone control
- Sharing content

For guidance on using the Video Conferencing facilities, please contact Media Services: mediaservices@abdn.ac.uk, Ext 3000.

Projector and screen

- Tap the main touch screen panel (AMX)
- On the **select room mode** screen, tap **Projector**

The projector starts up and the projection screen (sited above the 3 main displays) lowers automatically.

Switching off

Use the main touch screen panel (AMX) on the lectern to switch off projection and *all* presentation content around the room.

- Tap **Panel Home**
- Tap **All OFF**

At the Bays

Each of the 6 bays has a dedicated PC for students to share during group work.

On the trunking

AMX Control Panel

From here you can:

- Switch the Bay's screen **on** and **off**
- Share content from any of the 3 main display screens on the Bay display – select **Monitor 1, 2 or 3**.

Additional sockets

The trunking also houses HDMI and VGA sockets, a microphone socket, and power sockets.



The Display Screen

Switch on the display screen using the Bay's AMX control panel to log in to the PC.

Switching off

Press **OFF** on the Bay's AMX control panel to switch off presentation content on the display screen.

Digital Flipchart

There is a digital flipchart with integrated pen and eraser at the front of the room. You can write notes on this and capture and share them digitally using the **SMART Kapp** app or a USB flash drive.

- Find out more about using [SMART Kapp on You Tube](#).

Further information and help

For further guidance on using the technology in Med-Chi, please contact Media Services:
mediaservices@abdn.ac.uk, Ext 3000.

For advice on pedagogy and teaching within the room, please contact the Centre for Academic Development: cad@abdn.ac.uk, Ext 3030.