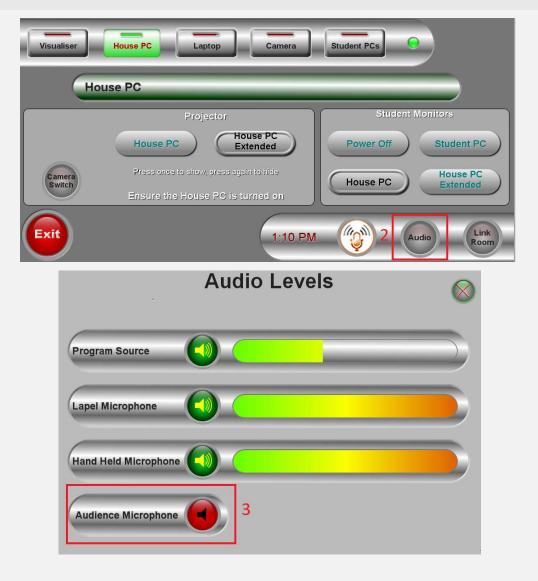


How-To Guide

Using the audience microphones

Getting Started

- 1. Tap the touch panel on the front desk to activate the system
- 2. Tap the "Audio" button on the bottom right-hand side of the touch panel
- 3. If the speaker icon next to audience mic is red, tap it once to turn it on (green is on)





Volume control

1. The microphones have been pre-configured to appropriate volume levels

Shut down

- 1. When you finish, tap "exit" on the touch panel screen on the front desk
- 2. Tap "shutdown"

| Visualiser | House PC Laptop Camera | Student PCs |
|------------------|---|----------------------------|
| House PC | | |
| | Projector | Student Monitors |
| | House PC House PC Extended | Power Off Student PC |
| Camera Switch | Press once to show, press again to hide Ensure the House PC is turned on | House PC House PC Extended |
| | | |
| Exit 1 | 1:18 PM | Audio Link Room |