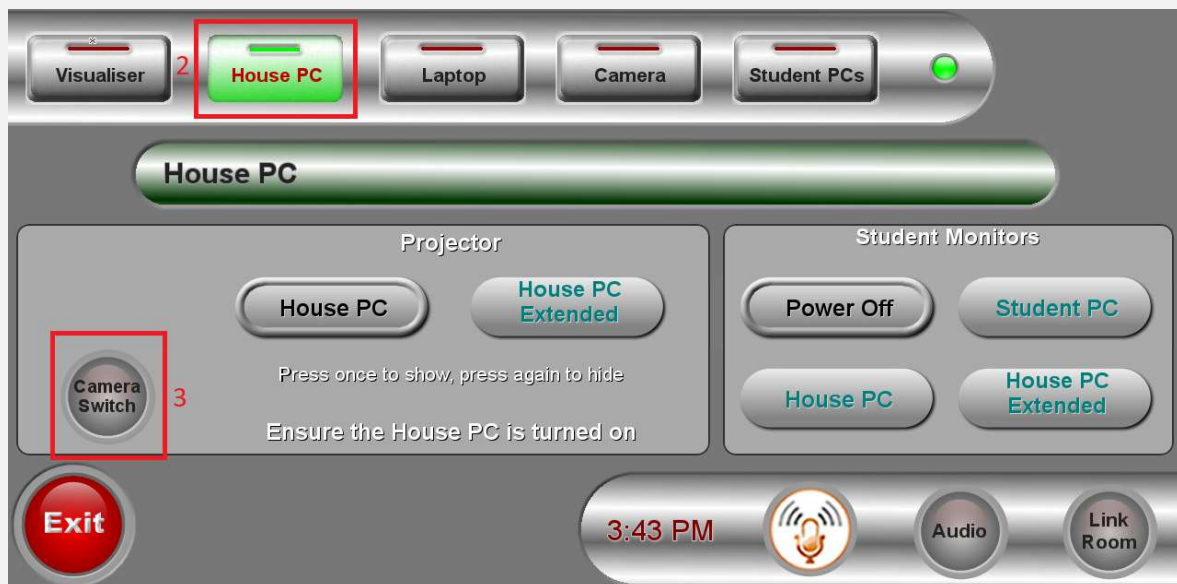


How-To Guide

Using the Audience / Presenter Camera in Seminar Rooms

Getting Started

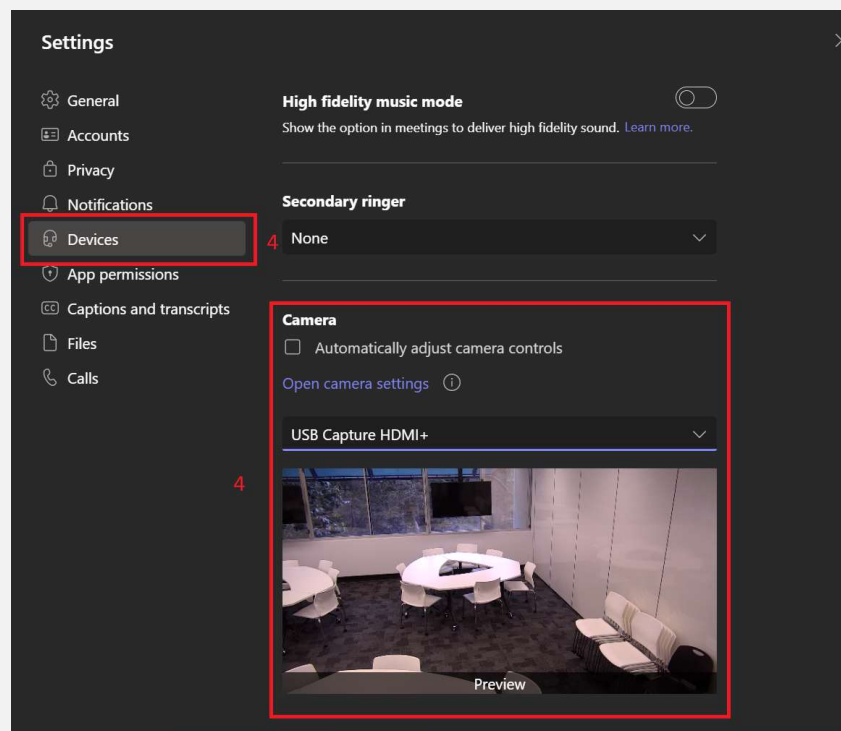
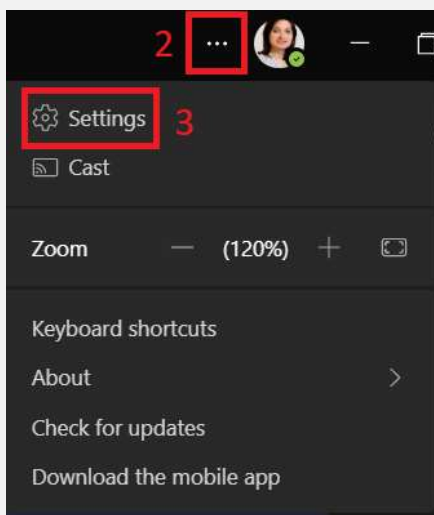
1. Tap the touch panel on the front desk to activate the system
2. Tap “House PC” Tab
3. Tap the “Camera switch” button on the bottom left-hand side of the touch panel to switch between the cameras



Check Camera on Microsoft Teams

1. Open “Microsoft Teams” on house PC
2. select “Settings and more” next to your profile picture at the top of Teams
3. Then choose “Settings”
4. From “Devices” Tab, see a preview of the camera's video, under “Camera” section

Note: the camera's been pre-configured to “USB Capture HDMI+”. You do not need to change anything



How to Control the Camera

1. Select “Camera” Tab on the touch panel
2. Tap “Camera Control” button on the bottom left-hand side of the touch panel
3. Use the controls to adjust the camera’s position and zoom level

Note: You can only adjust the presenter camera. The audience camera is pre-configured to include the best audience view.

