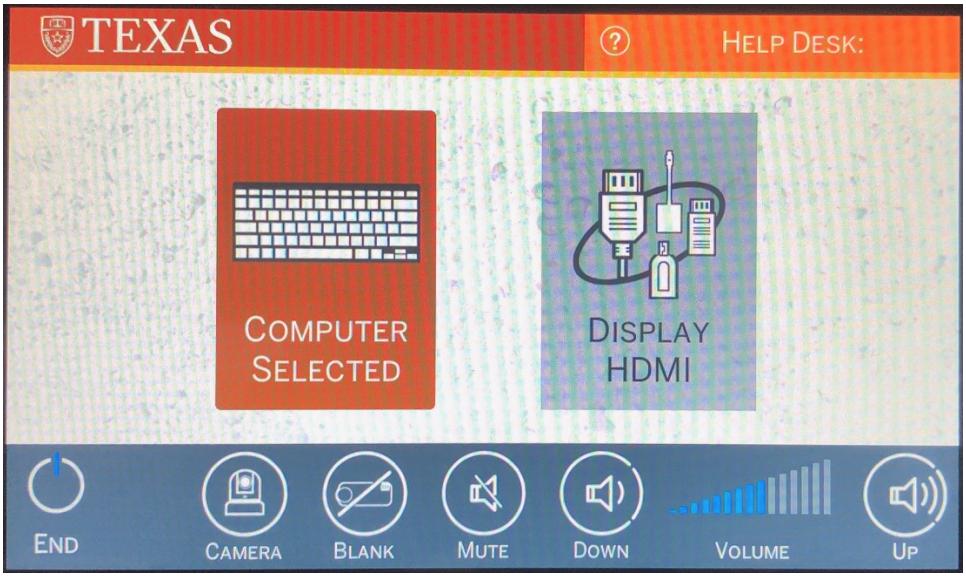
Department Conference Room (ASE 2.202)

The Department Conference Room has a ceiling mounted projector, an AV control console, conference computer, web conference camera with three table top microphones, and a conference phone

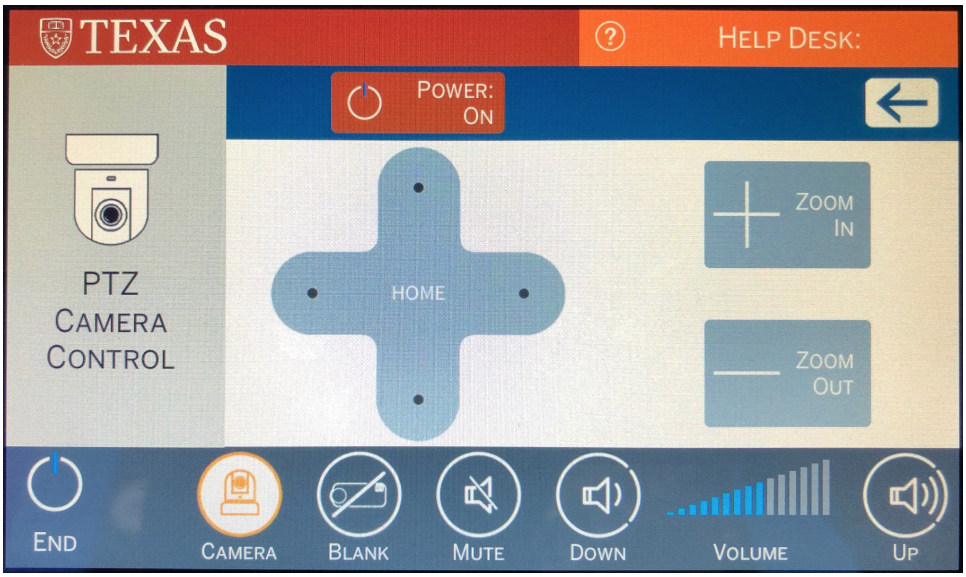
NOTE: The room web conference camera and microphones are connected to the room computer

- Use the AV console to turn on the projector and lower the screen. Tap the console screen to wake it up.
- If encountering issues with the AV see the troubleshooting section below



- There is wireless keyboard and mouse connected to the room computer
- Use the USB hub on the AV cabinet to connect USB devices to the room computer

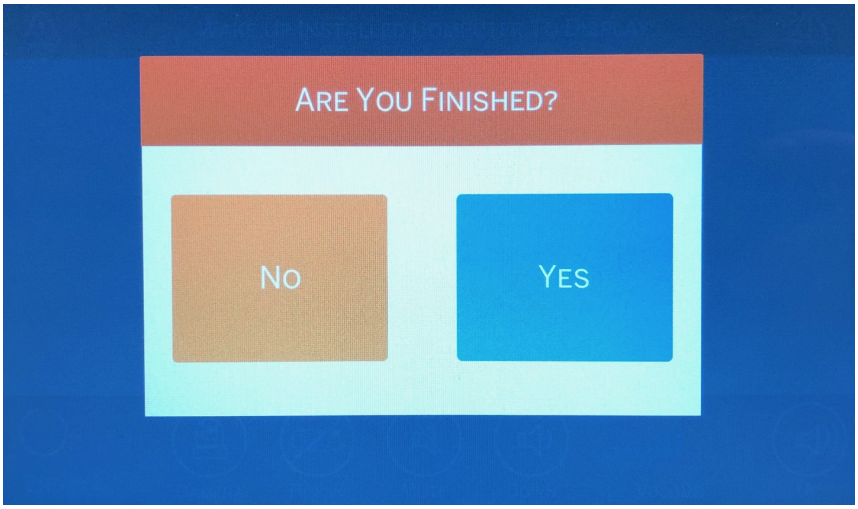
- Select Display HDMI to use a laptop. Connect the HDMI cable to the laptop. If necessary use one of the items on the HDMI adapter ring.
- Select Camera on the AV console to use the room web camera and microphones



- Use the Power On button to turn the camera on
- Use the camera menu to pan-tilt-zoom (PTZ) web camera
- back arrow button returns to home menu

- In the video conferencing software, select TesiraFORTE as the input and output devices
- The microphones are stored in the table pockets

- Select End to turn off the projector and raise screen



Troubleshooting Issues

- Computer is asleep
- No camera video
- Wireless keyboard or mouse not working
- No sound or microphones not working
- HDMI connection not working

Computer is asleep

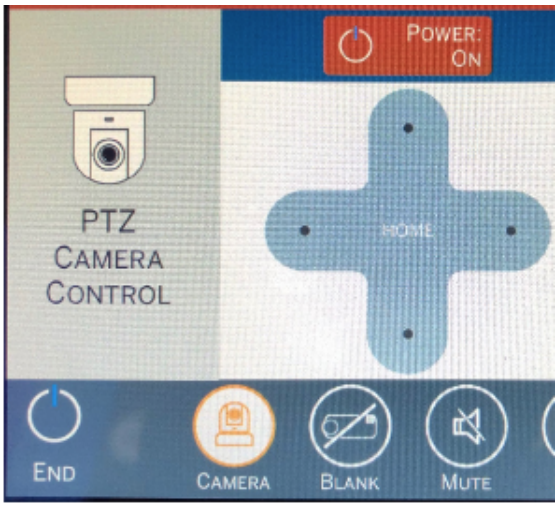
- If the console flashes the message to wake up installed computer, check if computer is turned on

- The computer is accessible from the front of the AV cabinet. The power button is on the left.

- If the power button is on and computer is not displaying, press the power button for 10 seconds until the computer turns off. Wait a couple of seconds then press button to turn computer back on

No camera video

- If no camera video, confirm the camera is powered on



- The computer is accessible from the front of the AV cabinet. The power button is on the left.

Wireless keyboard or mouse not working

- Check the power switch is on the bottom of the device
- Check that the wireless receiver is plugged into the USB hub
- Check that the USB hub is plugged into the computer
- Replace the keyboard or mouse batteries

No sound or microphones not working

- In the video conferencing software, select TesiraFORTE as the input and output devices
- Check the sound out level and the microphone input level

HDMI connection not working

- Use a paper clip to press the hardware reset (HW-R) button on the video controller located in the AV cabinet.

3 SERIES
DM 4K PRESENTATION SYSTEM
COMPUTER
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MSG
HW-R
SW-R
CRESTRON