03/19/2026

Hydro-Systems Laboratory 3019

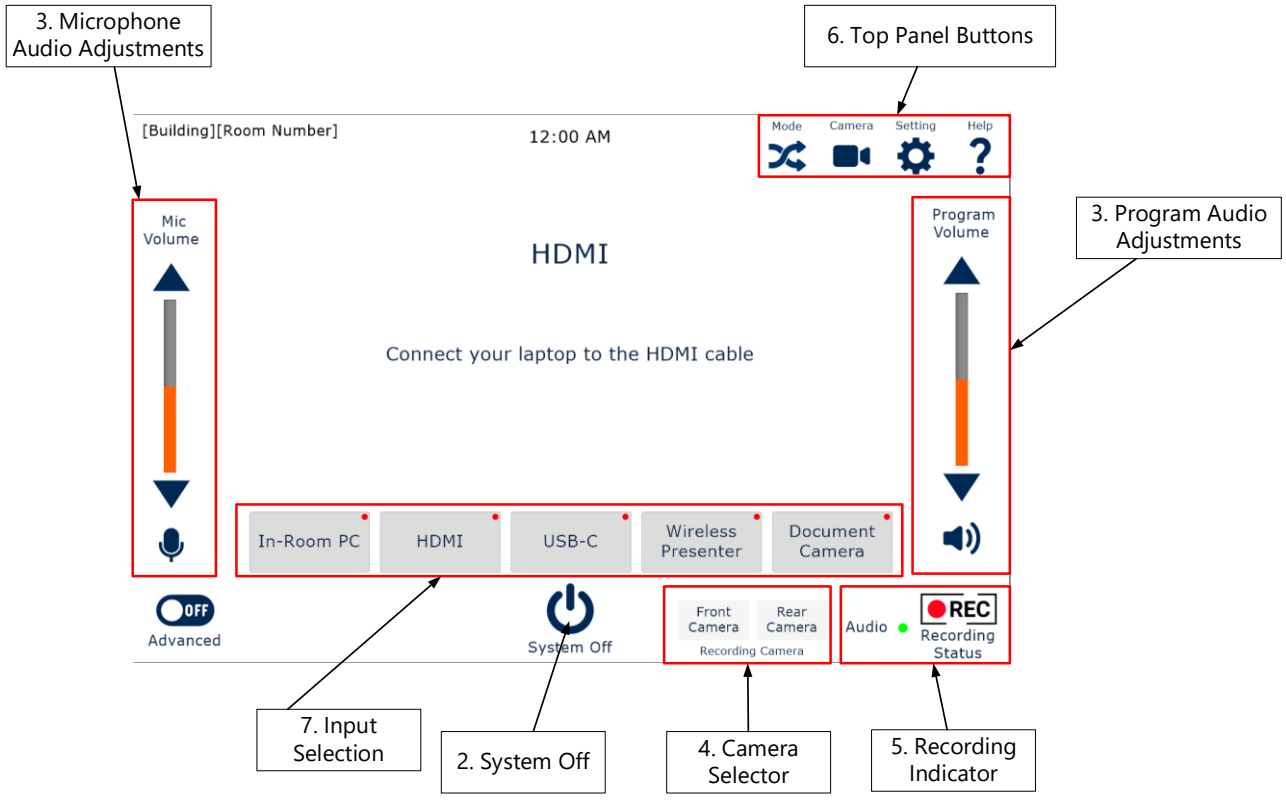
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System Basics – Touch Panel Overview

1. Turning the System On

- **Touch** the Screen to wake the system.
- Select one of the following modes: ***(Fig. 1)***
  - **[Group Collaboration] – Student Pod Work**
    - Each pod displays content from its connected device for group work.
    - The instructor can share all pods as needed.
  - **[Audio Only] – Discussion**
    - Activates the room microphone and speakers without turning on the projector.
    - Student pods are not used in this mode.
  - **[Audio & Video] – Presentation**
    - Enables microphones and displays for standard presentations.
    - Student pods are not used in this mode.



Figure 1: Room Mode Select

2. Turning the System Off

- Press the [⏻] button to power down the system.

3. Volume Adjustment *(Fig. 2)*

- Use the ▲ / ▼ arrow icons under **[Program Volume]** or **[Microphone Volume]** to adjust the respective volume levels.
- Press the [🔊] to **mute** or **unmute** the program audio
- Press the [🎤] to **mute** or **unmute** the microphones

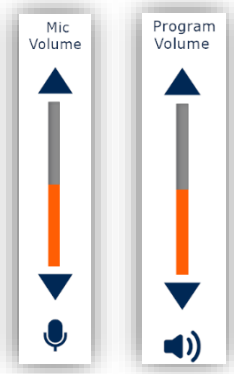


Figure 2: Volume Adjustment

4. Camera Selection

- Two camera options are available on the **bottom right**. ***(Fig. 3)***
- The selected camera is **highlighted in orange** and will be used for recordings and video conferencing.
  - **[Lectern View] – Presenter Camera**
    - Mounted at the rear of the room facing the presenter
  - **[Audience View] – Room Camera**
    - Mounted at the front of the room facing the audience

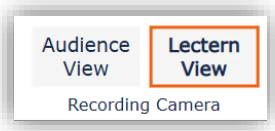


Figure 3: Camera Selector

5. Recording Indicator

- Located in the **bottom right** corner ***(Fig. 4)***.
  - **Flashing red –** Recording in progress.
  - **Green audio indicator –** Audio is being captured.

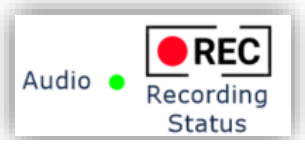


Figure 4: Recording Indicator & Audio Indicator

6. Top Panel Buttons

- **[Mode] – System Mode** ***(Fig. 5)***
  - Opens **Mode Selection** to switch to a different system mode.
  - See section 1 for detailed mode descriptions.

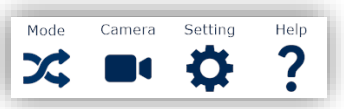


Figure 5: Top Panel Buttons

- **[Camera] – Camera Settings**
  - Opens **Camera Settings** menu to switch presets or adjust the camera position. ***(Fig. 6)***
    - Select the desired camera; the active camera will be **highlighted in orange**.
    - Manually adjust the camera OR select one of the available presets **(recommended)**.



Figure 6: Camera Control

- **[Settings] – Display & Screen Settings**
  - Opens **Display Control**. ***(Fig. 7,8)***
    - In **Presentation Mode**, all pod displays can be controlled at once.
    - In **Collaboration Mode**, each pod display can be controlled individually.
    - **Video Mute** will black out the selected display.

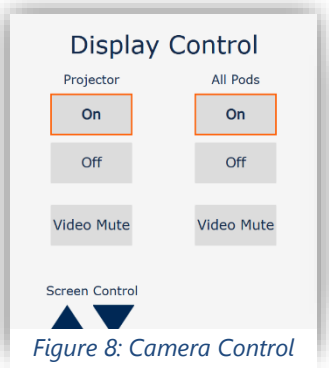


Figure 8: Camera Control (Presentation Mode)

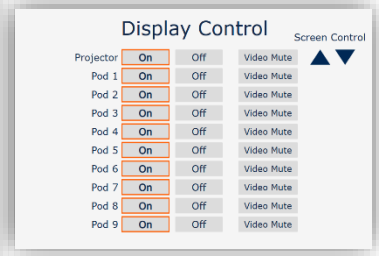


Figure 7: Camera Control (Collaboration Mode)

- **[Help] – Report an Issue**
  - Opens the **Help Menu**.
  - **Immediate Assistance –** Requests a technician to come assist. ***(Fig. 9)***
  - **Check After Class –** Provides a QR code to submit a problem for later review. ***(Fig. 10)***

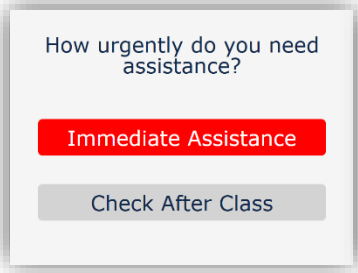


Figure 9: Help Menu



Figure 10: Report a Problem

7. Input Selection *(Fig. 11)*

Selected inputs are **highlighted in orange**.
Signal status **(top right):**

- **green** = active signal
- **red** = no signal.



Figure 11: Input Selection (Lectern)

Bring your own Device (BYOD)

- Connect your device using the cable at the podium:
  - **[USB-C]** – recommended when available
  - **[HDMI]** – use with USB-A if conferencing

The system will detect the **active** input or can be selected **manually** on the touch panel.

Using the Wireless Presenter

- Press the **[Wireless Presenter]** button to switch to the wireless
  - Follow the **On-Screen** instructions on how to connect.
  - To disconnect, press **[Disconnect Wireless Users]**. ***(Fig. 12)***
    - This option will be **highlighted** once a user is connected.



Figure 12: Disconnect Wireless Users

Using the Room PC

- Press the **[In-Room PC]** button to switch to the Room PC
  - Use the keyboard and mouse on the table

Using the Document Camera

- Press the **[Document Camera]** button to switch to the Document Camera
  - Turn on the document camera by pressing the power button on the document camera

8. Devices to select for Video Conferencing

Camera Device	Speaker Device	Microphone Device
Inogeni Cam 300	**ExtronScalerD**	**Echo Cancelling Speakerphone (TesiraFORTE)**

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Presentation – (Advanced Mode)

*Use this mode when you need to display **multiple** sources at the same time.*

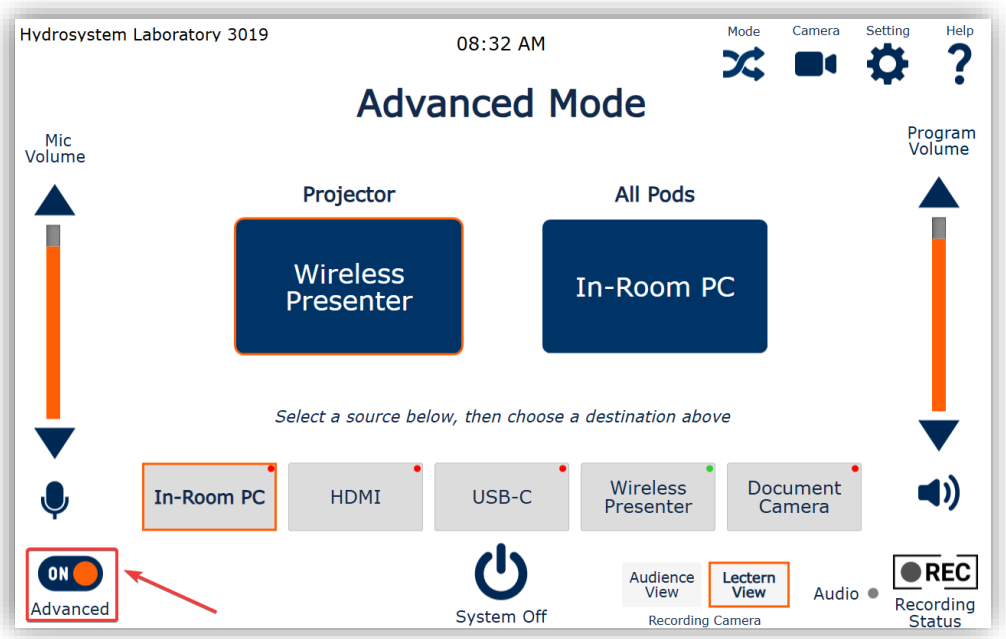


Figure 13: Advanced Mode

[Audio & Video] – Presentation (Advanced Mode)

- Toggle **Advanced Mode** using the button in the bottom left corner.
- Allow two different sources to be displayed simultaneously from the lectern.

Ex. Wireless Presenter is shown on the projector while the In-Room PC is shown on the room displays.

How to use:

1. Select the **source** you want to use.
2. Select the **destination** display where the content should appear.

Group Collaboration (Simple)

*Use this mode for interactive sessions where students work in **small groups** and share content within their pods or across the room.*



Figure 14: Group Collaboration - Home Page

[Group Collaboration] – Student Pod Work

- Each pod displays content from its connected device for group work.
- The instructor can share all pods as needed.
- Most settings remain the same as in **System Basics – Touch Panel Overview** ***(pg. 2)***

9. Collaboration Type

The selected type will be **highlighted** in orange on the touch panel. ***(Fig. 15)***

- **Share to All Displays**
  - The instructor can share any selected source from the touch panel, including lectern inputs or any pod, to all displays.
- **Group Work**
  - Each pod works independently while the projector displays lectern content.

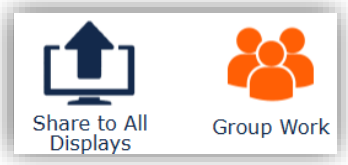
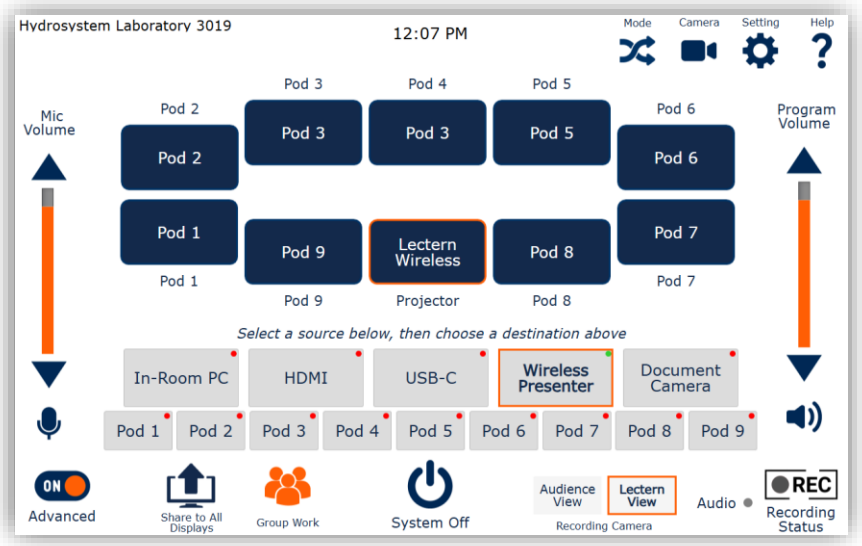


Figure 15: Collaboration Type

Group Collaboration (Advanced)

*Use this mode for interactive sessions where students work in small groups and need **flexible** control over what content appears on each display.*



- Allow you to route any content to any screen in the room.
- Provides full control of pod and display routing for more dynamic collaboration.
- Ideals for comparing group work, sharing between pods, or displaying multiple sources across different screens.

How to Use:

1. Select the **source** you want to share.
2. Select the **destination display(s)** where the content should appear.

Example:

Send one pod's content to another pod's display, while showing a different source on the projector.

10. Collaboration Type

The selected type will be **highlighted** in orange on the touch panel. ***(Fig. 16)***

- **Share to All Displays**
  - The instructor can share any selected source from the touch panel, including lectern inputs or any pod, to all displays.
- **Group Work**
  - Each pod works independently while the projector displays lectern content.

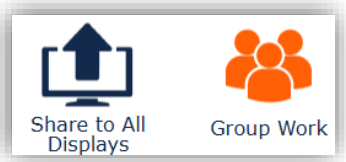


Figure 16: Collaboration Type