

# Quick Start Guide Presentation Lab

## Starting the System

- To start the system, tap once on the tablet screen on the desk to wake it up from standby mode.
- Then press Start.
- To display an image on the whiteboard, the **Screen On/Off** and the **Display button** below the selected device (DocuCam, HDMI, Mirror, Whiteboard, ...) must both have a green frame.









### Sharing your notebook screen via HDMI or via WiFi

#### 1. Via HDMI cable

- Connect the HDMI cable to your notebook.
- Tap the **Display button** below **HDMI** on the control center (tablet).

#### 2. Via WiFi

- Tap the **Display button** under the **Mirror tab** on the console. Connect to WLAN Cynap-01082909 (PW: Password).
  - **Windows:** execute *https://wolfvision.com/en/support/vsolution-cast/vSolutionCast.exe* and select Cynap-01082909.
  - o **iOS:** select Cynap-01082909 via the control center under **Screen Synchronization**.
  - Android: Look for the Screen Cast button in the Notification Panel.Select Cynap-01082909.

### Microphones & Volume control

#### 1. Microphones

- **Gooseneck microphone:** Is permanently installed and immediately active after turning on the system.
- Headset and handheld microphone: are located in the equipment case and must be switched on directly at the microphone. The connection is made automatically.

#### 2. Volume Control

- The microphones and the speakers in the room can be adjusted in the Volume column (right).
- Slider: Adjust the volume as required.
- Microphone and Speaker Buttons: Switch the microphone and/or speakers on or off.
- 3. Note
  - When using the microphones from the case, the speakers should be muted to avoid interference. The volume control adjusts <u>all</u> active microphones.

### Displaying files from USB stick

- Insert the USB stick into the console and tab the Display button under the USB tab.
- On the whiteboard, look for the Files folder and select the USB stick. Choose desired file.

### Displaying the drawing area on the whiteboard

- Tap the **Display button** below the **Whiteboard tab** on the control center.
- For detailed instructions on the drawing area, please scan the QR code.



# Displaying and adjusting camera 1 or 2

- Tap the **Display button** under the **Camera 1** / **Camera 2 tab** on the control center.
- The camera controls are now displayed in the middle column:
  - $\circ~$  The camera can be rotated or tilted with Pan/Tilt.
  - The two **zoom buttons** can be used to zoom in or out.

### **Recording your Presentation**

- If you want to record your presentation (video and sound), an SD card must be inserted in one of the four slots in the rack (black cabinet next to the door).
- SD cards can be borrowed from the circulation desk
- The recording can be started or stopped using the **control center's Record Start/Stop button**.
- While recording, the Record Start/Stop button has a green frame.
- The small screen in the rack shows what is being recorded and how long the recording has been running (see image below).



### Reviewing your recording

- To play back the recording, select Recorder under the Display & Settings tab.
- Play the recording using the **Play button** in the middle of the tablet.

# **Document Camera**

• Press the round green **Ein/Aus button** on the control center.

Switch on the DocuCam by pressing the **green Power button** (press hard).

• Select the **DocuCam tab** on the control center and tap the **Display button.** 









### Additional features

#### 1. Preset Light and Camera Settings

• There are already four preset scenes that control the light and the cameras (see the middle column on the control center).

#### 2. Light control

- When the system is switched on, the light goes on, too.
- For custom adjustment:
  - Tap Settings under the Light tab on the control center.
  - Use the sliders to adjust the color and brightness of the lights as desired – the left sliders control the left lamp, and the right sliders control the right lamp.
  - To switch off the lights individually, press the buttons with the **light bulbs**.

#### 3. Setting the whiteboard height

• To adjust the height of the screen, use the remote control behind the screen on the right. Simply press and hold the **up and down arrow** buttons.



This Quick Start Guide is also available online:



