# **Quick Start Guide Media Technology Type D3**

#### Switch on media technology

Touch the touchpanel and tap "Medientechnik Einschalten".



#### **Lecture hall PC**

Switch on the desk computer and smart podium.

Mouse and keyboard are located under the lectern.

Login:

Username: gwdg\username

OR: ug-student\name.firstname

Password: \*\*\*\*\*\*

#### **Notebook (optional)**

Connect to the available ports (HDMI & VGA).

If you want to play sound, please use HDMI cable or plug in the audio cable with VGA.

## **Projection selection**

Einzelprojektion: Use of the main beamer

**Doppelprojektion:** Use of the main beamer as well as

the side beamers

**Webkonferenz**: Use of the central HD beamer and activation of the camera transmission to the PC

By selecting a scenario, all necessary basic settings are made: The projector is switched on and the correct source is selected, the microphones are activated.

When **playing audio** and video files, please make sure that you have selected the correct audio source (PC/notebook) under "Audio" to be able to play the sound in the lecture hall.



#### **Turn on mircophones**

**Note**: If the microphones do not work, check the mute function.







## **Document camera (optional)**

Switch on the document camera if necessary!

If you use <u>transparent slides</u>, please switch on the backligt on the left side of the device.



Press 3 seconds to turn off

## Switch off media technology!

To do this, press the "**Ende**" button on the touchpanel to switch of the beamer bevor you leave the room.

# Please do not change anything in the wiring!

Please report malfunctions to the telephone number 0551 39-1171!

Janitor: <u>2</u>4480

