

ROOM 160 – Ceremonial Courtroom Technology Instructions:

Computer Login

You may use your designated desktop username and password. If you do not have one, use the username and password below:

Username: .\LawVisitor

Password: W3lcome2Law!

Classroom A/V System:

To show presentations, and/or materials from the computer, through the projector:

- Touch Screen to Start.
- Select “Show Podium PC”.
- Select the devices where you want the content to be displayed, then touch “Make the Route”.
- Load materials onto computer desktop.

Laptop Usage Instructions:

You may use your laptop in place of the room’s PC. On the podium, there is a cable cubby containing HDMI connector.

- On the touchscreen, select “Show Laptop Connection”.
- Select the devices where you want the content to be displayed, then touch “Make the Route”.
- Load materials onto laptop.

Projector and Volume Controls:

- To adjust the volume, use the + and - controls on the bottom right of the touch screen for the program sound (audio coming from the computers) and at the right-hand side of the touch screen for the speech the speech audio (microphones).
- To turn the projector on and off, use the controls at the bottom left of the touch screen labeled “Projector Controls”.

Air Media

You may use the Wireless connection feature to connect devices (i.e. iPads, laptops) to the projector and monitors in the room via IP address.

- Select “Wireless” on the touchscreen.
- The Air Media logo, along with the instructions, will appear on the pc and projector screens. Follow instructions to connect your device via IP address.

Please turn off the room when you are finished, touch “Shut Down Room” at the bottom left.

Need assistance? Call Media Services at 410-706-8413 OR push the ‘Help’ button at the bottom of the touchscreen.