

MIT

B45 - Stephen A. Schwarzman College of Computing

Small Conference Room

Getting Started

Connect your personal device to HDMI / USB pair

On the touch panel, select source HDMI

*Note - if the touch panel presents the MIT logo, simply touch the screen to view the menu.

AV Devices for Conferencing

Display

Select which displays you would like to present on from the 4 available displays.

Speakers

Within your device audio settings or through your conferencing app (Zoom, Teams, etc.), select **Crestron-UC-Soundbar** for soundbar speaker output. Volume can be adjusted through your personal device

*Note - If **TH-86** is selected for audio output, the wall-mounted display will be the designated speaker and volume can be adjusted from the touch panel.

Microphone

Within your device audio settings or through your conferencing app (Zoom, Teams, etc.), select **Crestron-US-Soundbar** for soundbar microphone input.

Camera

Within your device video settings or through your conferencing app (Zoom, Teams, etc.), select **Huddly IQ** for conference room camera input (camera located in soundbar).

Troubleshooting

If your personal device does not connect to AV equipment:

- Try connecting your adapter to another port on your personal device.

MacBook Users

If your MacBook does not recognize AV equipment and connecting to another port did not resolve your issue:

- Did your MacBook prompt you with "Allow accessory to connect?" when connecting the cables and did you select "Allow"? If you did not receive the prompt, check the following settings on your MacBook.

Apple Menu > System Settings > Privacy & Security > "Allow accessories to connect", then select "Use everytime"

- Disconnect all AV cables and reconnect. The above settings update should enable the prompt for your personal device to allow access to AV equipment.

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Medium Conference Room

Getting Started

Connect your personal device to HDMI / USB pair - ex. Front HDMI 1 / Front USB 1.

On the touch panel, select source HDMI (whichever cable has been connected to personal device).

*Note - if the touch panel presents the MIT logo, simply touch the screen to view the menu.

Select "Set as Zoom Host" for designated HDMI.

AV Devices for Conferencing

Display

Select which displays you would like to present on from the 4 available displays.

*Note - multiple presenters can connect via the available HDMI cables to present on any of the displays. Simply select the source HDMI and corresponding display as needed.

Speakers

Within your device audio settings or through your conferencing app (Zoom, Teams, etc.), select **TesiraFORTE** or **MXX-A-2** for overhead speaker output.

Microphone

Within your device audio settings or through your conferencing app (Zoom, Teams, etc.), select **TesiraFORTE** or **AV Bridge 2x1** for overhead microphone input.

Camera

Within your device video settings or through your conferencing app (Zoom, Teams, etc.), select **AV Bridge 2x1** for conference room camera input.

Troubleshooting

If your personal device does not present on the in-room displays:

- Check that you've selected "Set as Zoom Host" on the input menu. The button should turn blue. Ensure that the corresponding HDMI input is declared the Zoom Host.

If your personal device does not connect to AV equipment:

- Try connecting your adapter to another port on your personal device.

MacBook Users

If your MacBook does not connect to AV equipment and the above troubleshooting efforts did not resolve your issue:

- Did your MacBook prompt you with "Allow accessory to connect?" when connecting the cables and did you select "Allow"? If you did not receive the prompt, check the following settings on your MacBook.

Apple Menu > System Settings > Privacy & Security > "Allow accessories to connect", then select "Use everytime"

- Disconnect all AV cables and reconnect. The above settings update should enable the prompt for your personal device to allow access to AV equipment.

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Large Conference Room

Getting Started

Connect your personal device to HDMI / USB pair - ex. Front HDMI 1 / Front USB 1.

On the touch panel, select source HDMI (whichever cable has been connected to personal device).

*Note - if the touch panel presents the MIT logo, simply touch the screen to view the menu.

Select "Set as Zoom Host" for designated HDMI.

AV Devices for Conferencing

Display

Select which displays you would like to present on from the 4 available displays. "Front" displays are located above the credenza while "Rear" displays are on the opposite wall.

*Note - multiple presenters can connect via the available HDMI cables to present on any of the displays. Simply select the source HDMI and corresponding display as needed.

Speakers

Within your device audio settings or through your conferencing app (Zoom, Teams, etc.), select **TesiraFORTE** or **MXX-A-2** for overhead speaker output.

Microphone

Within your device audio settings or through your conferencing app (Zoom, Teams, etc.), select **TesiraFORTE** or **AV Bridge 2x1** for overhead microphone input.

Camera

Within your device video settings or through your conferencing app (Zoom, Teams, etc.), select **AV Bridge 2x1** for conference room camera input.

At the touch panel, select the camera icon (top right) to choose from available in-room cameras

Troubleshooting

If your personal device does not present on the in-room displays:

- Check that you've selected "Set as Zoom Host" on the input menu. The button should turn blue. Ensure that the corresponding HDMI input is declared the Zoom Host.

If your personal device does not connect to AV equipment:

- Try connecting your adapter to another port on your personal device.

MacBook Users

If your MacBook does not connect to AV equipment and the above troubleshooting efforts did not resolve your issue:

- Did your MacBook prompt you with "Allow accessory to connect?" when connecting the cables and did you select "Allow"? If you did not receive the prompt, check the following settings on your MacBook.

Apple Menu > System Settings > Privacy & Security > "Allow accessories to connect", then select "Use everytime"

- Disconnect all AV cables and reconnect. The above settings update should enable the prompt for your personal device to allow access to AV equipment.