

### **To connect to the room and share content locally:**

- Turn the room system on by touching the screen
- Plug either the Mini Display Port cable or HDMI cable into your machine
- Choose Presentation Mode
- Select which monitors you would like to display content on

### **To share content wirelessly:**

You can now wirelessly connect and display up to 4 devices simultaneously via Crestron Air Media. You can also show a local presentation via “presenter device” on 1 or 2 screens and share different content on a 3<sup>rd</sup> screen via Air Media

### **To download Crestron Air Media:**

- On your device, search the app store for “Crestron Air Media”



- You want the app with this logo and named “Airmedia For AMA...”
- On your laptop, search the internet for 10.198.42.91.
  - This address will direct you to the app download page.
- Select your operating system.
- download the package and run the installer.

### **To use Crestron Air Media for local via computer presentations:**

- Turn on the room system via the Crestron control panel
- Select “Air Media” as the source on the Crestron control panel
- Open Crestron Air Media App on your device
- Enter the 4-digit room code shown on the Crestron control panel into your device
  - Please note that the code will change every meeting
- Select the display(s) that you would like to display your content on
- Close the app on your device when you are finished

### To connect to Air Media via mobile Phone:

- Turn on the room system via the Crestron control panel
- Select “Air Media” as the source on the Crestron control panel
- Open Crestron Air Media App on your device
- **NOTE** – The **first** time you open the app click “IP/Host name” and enter 10.198.42.91. You cannot access the system by searching for the IP in the search box.
- Enter the 4-digit room code shown on the Crestron control panel into your device
  - Please note that the code will change every meeting
- Select the display(s) that you would like to display your content on
- Close the app on your device when you are finished

### To connect to Air Media Via iPad:

- Download the app
  - You want the app with this logo  and named “Airmedia For AMA...”
- Swipe up from the bottom of your screen and select “Air Play”
- Select XXXXXXXX

**Air Media audio note:** You may be prompted to download an additional app to share audio via Air Media.

**Note:** If you are connecting to Air Media via mobile phone, you will need to refresh your landing page until it shows the room system. Do not connect via the IP address again as you won't be able to share content.

### To connect your computer to the room system via HDMI or Mini Display:

- Plug either the HDMI or Mini Display cables into your computer
- Select “Presenter Device” on the Crestron control panel
  - Content will display on both displays and the projector

**To use the room system for video conferencing:**

- Connect your laptop to the room system via HDMI or Mini Display
- Connect the room system USB cable to your machine to enable room cameras and microphones
- Select “Conference Mode” on the Crestron control panel
- From your computer, start or join your Zoom meeting

**To use the room cameras and microphone system for a Zoom meeting:**

- Click the ^ next to the microphone button
- Select “Core-CEC100 Speakerphone” for both “Select a microphone” and “Select a speaker” sections
- Use the camera controls on the Crestron control panel to control what users on the far end are seeing.

**Note:** The room cameras show their feed by default at all times. If you are sharing content, the far end can see the room via picture in a picture type of view.

**To display a presentation on 3 screens, send the presentation to the far end, and display the far end locally:**

- Extend your desktop via your monitor display options
- Via Zoom, share your second desktop
- Start PowerPoint
- Put PowerPoint into presentation mode
  - The presentation will display locally and will be broadcast to the far end
  - The presentation notes will show on your laptop screen
- Drag the participant box onto the presentation screen
- Select how you would like to display the far end participants.

**Privacy Mode**

- Mutes the audio and video feeds to the far end.
- Press the button in the center of the Crestron speaker (looks like a hockey puck).
- Red light = Privacy Mode activated
- Green light = Privacy Mode inactive
- You can also enter and exit privacy mode via the Crestron control panel.