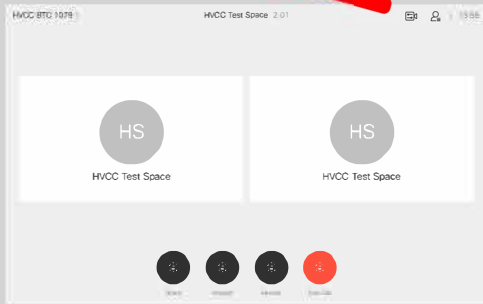


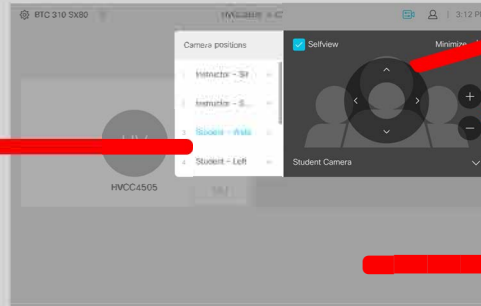
BTC 1030 Classroom Touch Panel


To Operate Camera:

Touch Camera in upper right



Scroll up/down for Instructor and Student Camera presets
Select preset and touch arrows to pan/tilt camera



Touch  to zoom camera

Touch anywhere to get to home screen

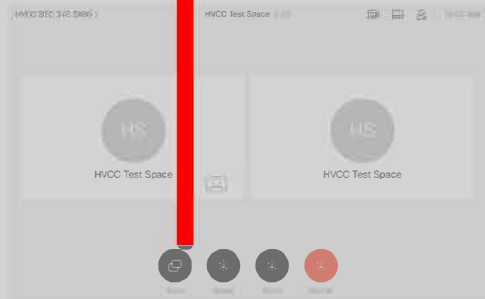
Videoconference
Helpline:

518-810-1986


**Must dial 9 first
to get an outside line**

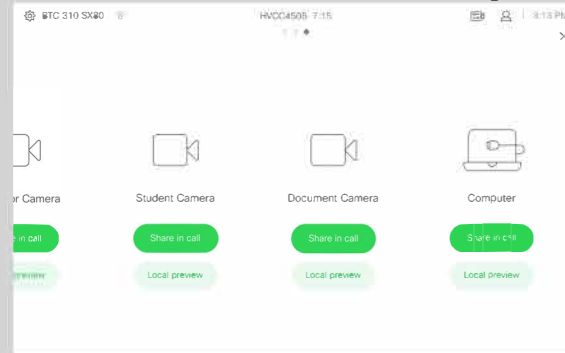
To Share Document Camera or PC:

Touch Share

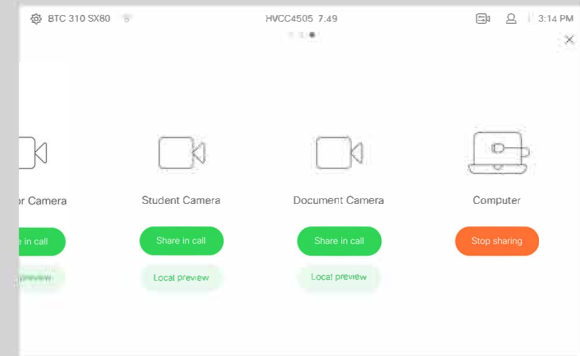


Swipe from right to left

Touch Share in a call  to send either document camera or computer

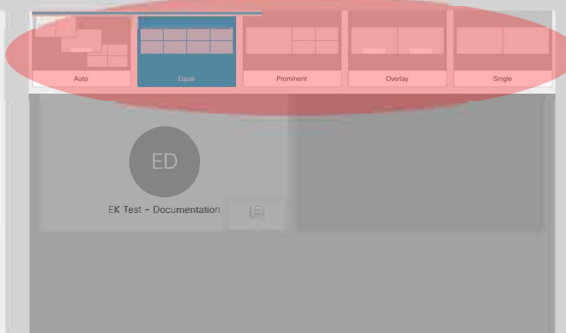
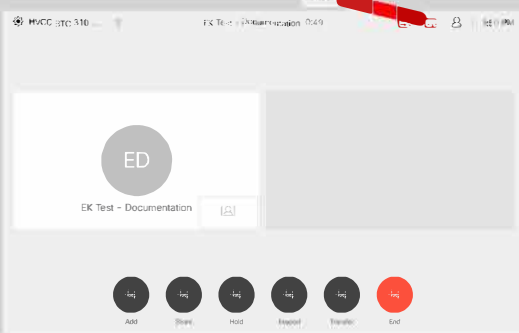


Touch Stop sharing  to stop sending PC or Document Camera to remote sites



To Change Remote Site Layout:

Touch Layout Icon  and choose preferred layout



Document Camera:



Zoom In (Tele)

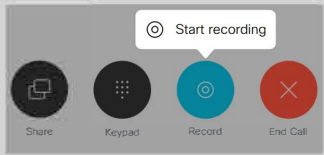
Zoom Out (Wide)

Touch Panel Features

Recording:

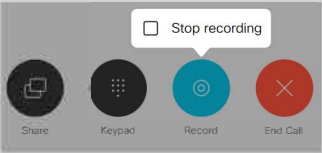
To start recording, touch Record and touch Start recording.

An automated voice will indicate that the conference is recording.



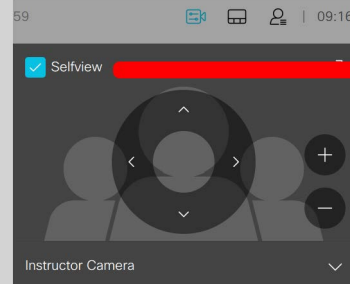
To stop recording, touch Record and touch Stop recording.

An automated voice will indicate that the recording has stopped.



Selfview/Picture-In-Picture (PIP):

To turn PIP on/off, touch camera icon and touch the checkbox next to Selfview

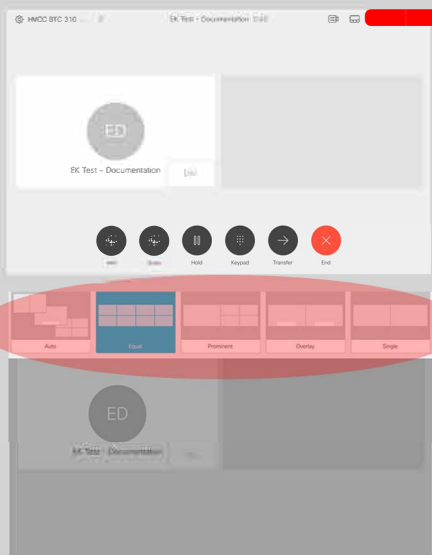


To move PIP, press and hold selfview icon for two seconds until it turns blue, then move PIP to any gray box



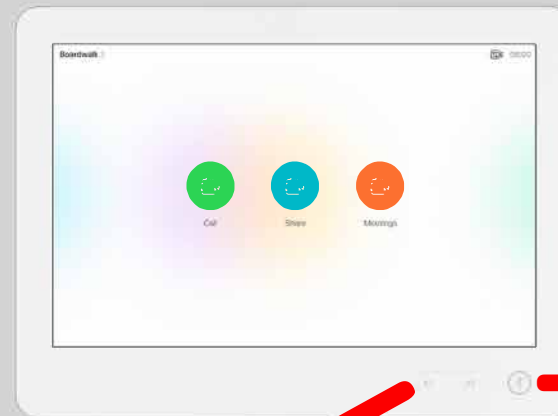
To Change Remote Site Layout:

Touch Layout icon 



Choose preferred layout

Physical Buttons:



Mute/unmute microphones
Red=Muted
Green=Live

Volume controls for speakers
(remote sites and PC audio)