THREE STEPS TO CONNECTIVITY

Use the following checklist to ensure connectivity

CHECKLIST FOR COMPUTER

- ☐ Tap keyboard to wake computer
- ☐ Login using your York network credentials
- ☐ Connect to any data or websites you plan to use

Use the following steps to access the Projector and/or TV

CHECKLIST FOR PROJECTOR AND/OR TV

- ☐ Press either the wall panel or Lectern controller to turn on the Projector and /or TV
- ☐ In a Hyflex room the Lectern controller turns both on with one press
- ☐ Smart Room controls either are located on the lectern or at the wall panel, which also has your volume settings for audio
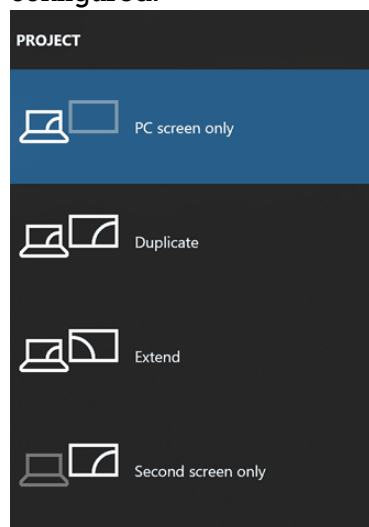
IT Support QR for Smart Rooms

YORK College

Use the following steps to access the cameras and mic array

CAMERA, MIC ARRAYS AND DISPLAYS

The webcam in the rear is called **SimplTrack** and the second camera if it exists is called an **Owl Pro**. The webcam on the PC is the third option and maybe called differently depending on the PC you are using.

Even though these cameras appear to motion and move, it is only the sensor that is always on tracking movement. The cameras are only in use when you use them and do not record unless you specify an app to begin recording (i.e. Zoom, MS Teams, MS Windows Camera app, etc.)

When the computer, projector and TV are on it is important to note how the screen displays are configured.

To manage any of these types of display settings you use the **Windows Key + (P)** which switches the displays. Remember that when you use the "**Extended**" type you will need to move content over to the second screen which is usually the TV if one is in the room otherwise for the **Projector** you always just use "**Duplicate**" as your display setting.

For additional information visit the **Hyflex web page** on the York web site at https://www.york.cuny.edu/it/e-forms/itaf or if you are having difficulty while in an active class session contact the **Service Desk hotline for Smart Rooms** at 718-262-**5303**.