Press the **Power** button to turn on the plasma screen.

The **Phone Control** button allows you to use the touch screen to place phone calls using the room’s audio systems. The phone system is built into the ceiling and can be dialed using the pad shown below.

Dial 9, then 1, then the phone number with area code to initiate an outgoing local call.

The **Audio Control** button allows you to adjust the volume of the speakers in the room.
The Chairman’s Room is equipped with a Logitech Meetup conference camera that can be used for virtual meetings. It is automatically configured to work with Zoom and other web conferencing tools!

The Logitech Meetup web camera can be controlled via the remote control pictured to the left.

Press the Mute button to mute the microphone. This will prevent any sound from being picked up in the room.

You can use the directional dial in the center to aim the camera lens. The magnifying rocker on the right can be used to zoom in and out as well. To return the camera to its initial configuration, press the Home button in the center of the dial.

The volume rocker can be used to raise or lower the computer’s speakers in the room.
# Chairman’s Room AV Instructions

## Source Display

<table>
<thead>
<tr>
<th><strong>PC</strong></th>
<th>Press the <strong>PC</strong> button to display the computer built into the room on the plasma screen. You can control this computer with the wireless mouse and keyboard in the room.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HDMI</strong></td>
<td>Press the <strong>HDMI</strong> button to display a device plugged into the HDMI port located in the corner of the room on top of the small technology table. For HDMI cables, you may need to speak to the Information Desk located on the second floor.</td>
</tr>
<tr>
<td><strong>Roku</strong></td>
<td>Press the <strong>Roku</strong> button to access the Roku screen to watch television. You can use the buttons provided to view different channels and features.</td>
</tr>
<tr>
<td><strong>Pod</strong></td>
<td>Press the <strong>Pod</strong> button to display the Solstice Pod in the room. This can be used to wirelessly display laptops and mobile devices onto the plasma screen in the room.</td>
</tr>
</tbody>
</table>
CHAIRMAN’S ROOM AV INSTRUCTIONS

SOLSTICE POD (WIRELESS DISPLAY) INSTRUCTIONS

Need to connect to a display?

Wireless screen sharing via a Solstice Pod allows one or more users to share and control in-room display content from a tech suite, conference room or classroom computer using their laptop(s) and/or mobile device(s).

To learn more about Solstice Pods at WPI, visit wpi.edu/pods

To download the Solstice client onto your iOS, Android, or laptop device, visit www2.mersive.com/download

Instructions for connecting to a Pod:

Be sure you have downloaded the Solstice desktop client or Solstice app for your laptop or mobile device using the link on the front of this flier.

1. Select the POD source as your display input device in the technology-enabled space (e.g. Tech Suite, conferenceroom, classroom).
2. Launch the Solstice client from your device.
3. Select the Enter/IP tab and use the IP address and key displayed on screen to connect to the Pod.

Apple device users may need to enable AirPlay screen mirroring on their device.

4. Select the application and/or file you want to mirror from your laptop/device to the display.
When you are finished with the room, press the **System Off** button, outlined to the left.

Then, press the Power Down button in green, outlined below.