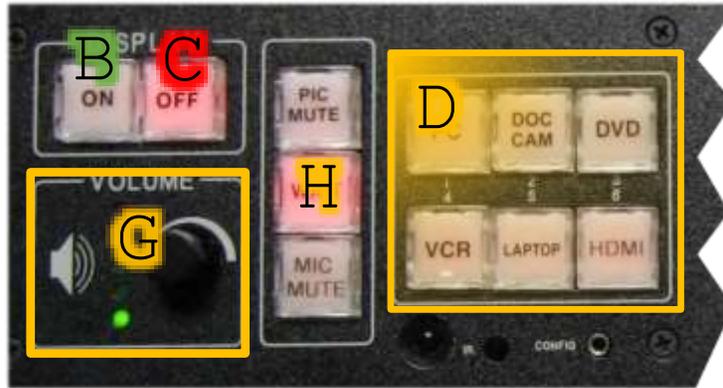


Power On:

1. Power on the podium **B**
2. Press "Video Conf" **M**
3. Use the Polycom Remote control **J, P** to interact with the On-screen menu



Power Off:

1. Shut down the PC
 2. Power off the podium **C**
- Power Off B:
1. Power off the Polycom with the remote. **A**
 2. Continue normal podium operation



Polycom Operation

- Pressing "Video Conf" **M** powers on the Polycom and turns the Polycom volume to 42%
- "Near" **L** and "Far" **E** change whose camera you are viewing, your own, or the remote site's.
- "Prof Cam" **N** and "Class Cam" **O** switch between the two near camera's preset views of the classroom
- To move the camera, press "Camera" **F** and use the arrows **J** and zoom **K** to pan and zoom the camera
- To change the volume in a video conference, use **I** on the remote. The podium control **G** manipulates the room sound system only.
- You may change inputs **D** without interrupting video conference operation.
- To show the Polycom image on the projector screen, press the "Wait" indicator **H**

For Technical Assistance Or Training

Contact IT Between 8:00 AM And 5:00 PM Monday – Friday

406-265-3765

helpdesk@msun.edu

Cowan Hall 117B