

The Moot Court Room

Switch On

Almost all the equipment (everything apart from the Anycast, PC and radio-mike charger) is running from a single electrical circuit, controlled by a single switch. That switch is located behind the main lectern.

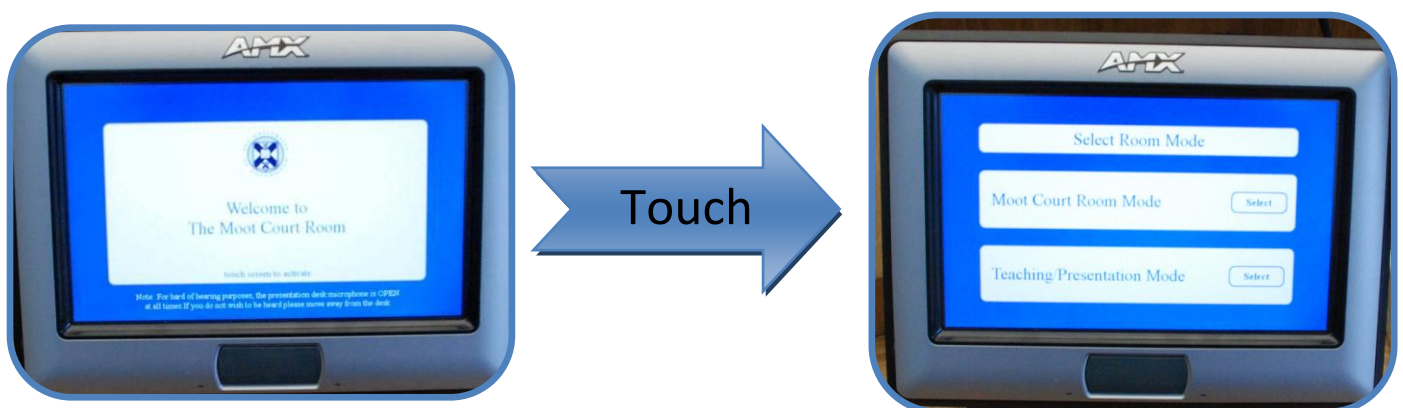


So before you can do anything, you need to ensure this switch is in the “on” position.

From this point, most of the aspects of the room can be controlled from the AMX control panel (as marked above).

Presenting from the PC

To present from the PC, first touch the AMX screen to get to the main presenting options:



Now touch the “Select” button next to “Teaching/Presentation Mode”.

This will start the main plasma screen, turn on the lights (if they aren’t already on), main camera and microphones ready for presenting. It will not turn on the PC, so if it isn’t already on, start it now. The PC is located under the main bench, see the appendix (below) for its location.

You will next need to tell the system you wish to present using the PC. To do this, touch the screen where marked



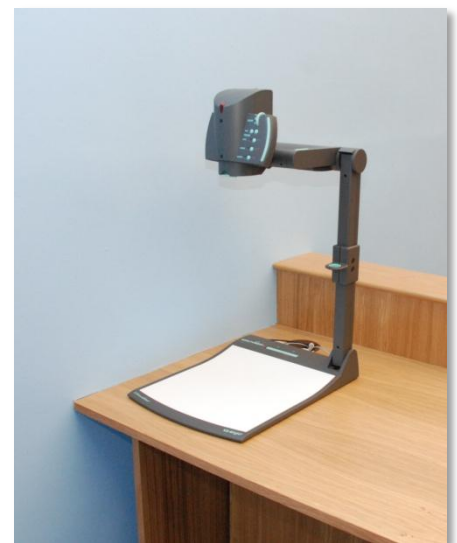
At this point, anything that appears on the PC screen will be mirrored on the main plasma screen.

You can use either the wireless PC keyboard and mouse, or the wired one that can be found on the drawer directly beneath the lectern.

Presenting using the Visualiser

The visualiser is this thing pictured on the right. It's essentially an OHP that transmits an image electronically rather than simply reflecting it through a mirror.

To use it, go to "Teaching/Presentation" mode again, and then touch the "Visualiser" button on the AMX screen.



The visualiser and plasma screen will turn on. Anything you place under the visualiser lamp will now appear on both the PC screen **and** the plasma screen.

The visualiser can easily be used as an OHP replacement, or even as a whiteboard. Simply place a piece of plain paper under the visualiser and write on it. **Do not write directly onto the white area under the visualiser, not even with dry marker pens.**

You can zoom in and out of the image by using the controls on the AMX panel that are only active when in visualiser mode.



Use the “Zoom In” and “Zoom Out” buttons to centre the image on what you want to display.

When you are finished using the visualiser, touch the “Light OFF” button to turn it off.

Play a DVD or Video Cassette

There is a hybrid DVD and video cassette player under the bench (see the appendix below for its location).

To use it, touch either the DVD or VCR button depending on which media you’ll be using.



This will turn on the DVD/VCR unit, the plasma display and the PC display. Place your media in the device now.

When the DVD is the active system, the AMX panel will show the following controls.



These controls correspond to the controls you'd normally find on a DVD player. A similar, simpler set of controls are available when in VCR mode.

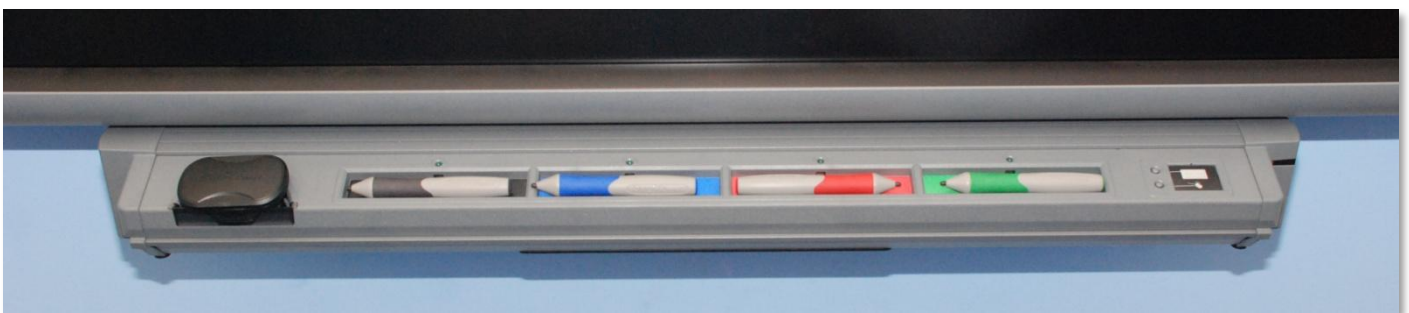
Note that, given the way DVDs often work by preventing direct initial access to their main menu, and thus the main presentation/film, it is advisable to setup a DVD in advance and pause it at the point you wish to start.

Note that the image from the DVD/VCR will be displayed on both the PC screen and the main plasma screen.

Using the SMARTBoard

The smartboard is a large overlay panel that sits in front of, and completely covers, the main plasma screen. This allows you to directly interact with the image displayed via the PC. At its simplest, you can use the coloured "pens" to write on the screen at any point.

To do this, pick up one of the pens. If you pick up more than one at a time, the system will get confused, so one only please.



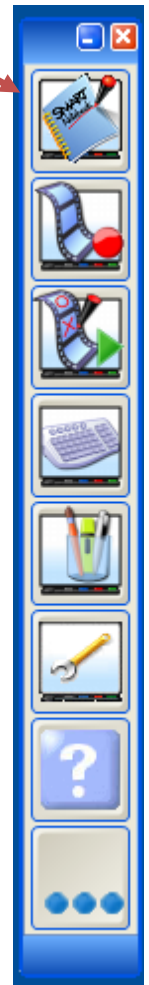
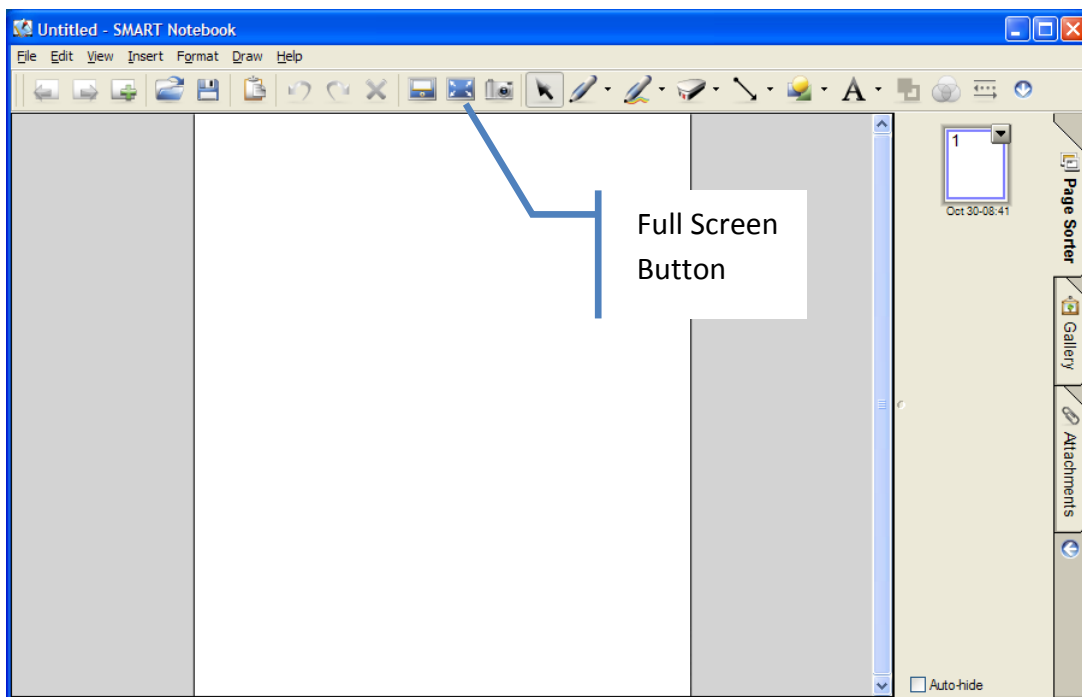
A blue/grey border will appear around the PC image on the screen, and the cursor will change from a pointer to a pen. You can now write on the screen. Replace the pen, and the screen should return to normal.

This mode is useful for emphasising elements on the PC screen.

To use the smartboard as a whiteboard, you'll need to initiate the main whiteboard application. This is done via the smartboard's main control panel, which should be displayed on the right of the screen.

You can run the whiteboard application by clicking, or touching the screen, **on the top button**.

The following screen will appear:



This application works best in full screen mode. Press the "full screen" button (as marked above) to fill the screen with the image, thus effectively turning the screen into a whiteboard.

At this point, you'll have a completely white screen on which to draw or write, and the following control panel near the bottom left of the screen:



The designation "1 of 1" refers to the current "page" number, and the total number of "pages". As you write, the system remembers what you've drawn on the screen, and this becomes a "page". You can press the right and left arrow buttons to add a new page or move to a previous page.

To add a page, press the right button when you are on the last (or only) page. A new blank page will appear.

Press the left button to return to the image you drew in the previous page.

Note that in order to press the buttons, or interact with the PC functionality (and not actually draw something) you'll need to replace all the pens and use your finger to press the screen. Alternatively, you can use the mouse on the PC itself to click the buttons.

Presenting using a Laptop

To use a laptop to provide the main image, first hook the laptop up to the **laptop cable**, situated on the main lectern:



Attach the larger cable to the external-VGA plug of your laptop. This will be a D-shaped plug, usually blue in colour, containing 3 rows of 5 pins holes.

If you want sound, connect the smaller cable to the headphone jack of your laptop.

Now set the system for laptop presenting by touching the relevant button on the AMX panel:

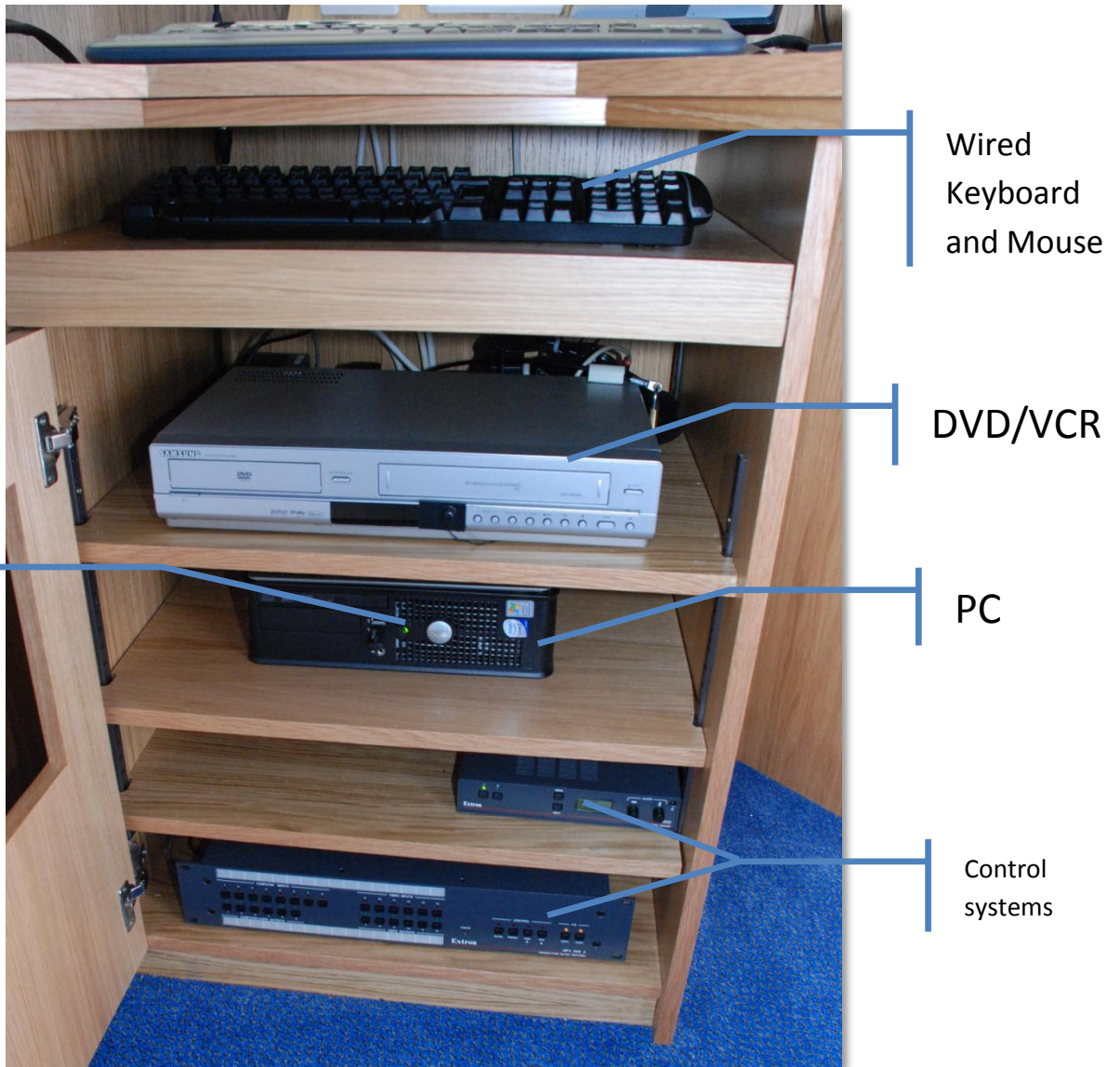


Turn your laptop on at this point.

Depending on your laptop, you may have to tell it about the external display. Most laptops can be setup to display an image on the laptop screen, and on a screen attached to the external-VGA plug, but pressing a dedicated button on the laptop, pressing one of the functions keys on your keyboard, or via a piece of software or control panel on your laptop.

Appendix

Under the Bench



Note that it is only necessary to turn on the PC separately. The other systems are turned on or off via the AMX control panel.

Do not use any of the DVD/VCR buttons other than the “eject” buttons. All other functions should be controlled via the AMX control panel.

Presenter Remote

You can use the little presenter remote to control your powerpoint presentations. The right and left buttons correspond to forward and back on your presentation. Press the bottom middle button to temporarily blank your presentation.



USB Devices

To attach a USB device to the PC, such as a memory stick or an external hard drive, plug it into the USB hub situated on the main lectern, under the PC screen:



You can use any of the empty plugs.

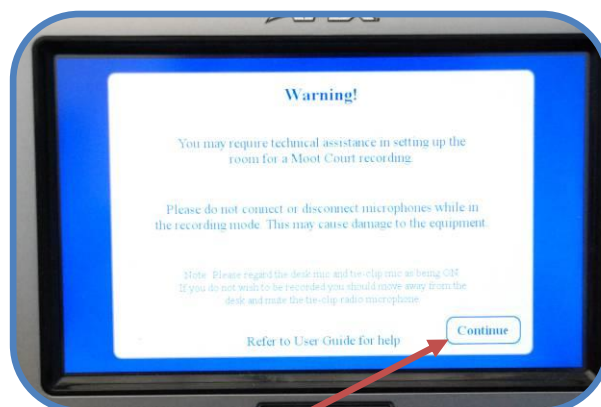
Getting in a muddle

(If you accidentally put the system into “Moot Court Room Mode”, fear not, do the following to escape.)

You can easily get to “Moot Court Room mode” by accident by pressing the wrong part of the screen initially:



In which case you’ll find yourself here:



Press the “Continue” button to proceed.

Now press the exit button



And confirm you really wanted to quit by pressing the top option:



You'll now have the option to get back to "Presentation Mode".