Dewey Room

Introduc)on

The Dewey room, located in the Collaboration Commons, is a "Bring Your Own Device" space., i.e. event organizers/presenters should bring their own laptop, tablet, etc. and all appropriate cables.

The reserver/presenter must use their own device to run Zoom. If cabling is needed, please visit the ITS helpdesk in the Knowledge Commons. Any additional Technology support requests for the room should be provided at least **TWO WEEKS** in advance through a helpdesk ticket. Specialty needs including listening assistance equipment is available in the storage closet located inside the room. Please request these or if you would like a run-through of the technology in Dewey room, ahead of time.

Note: Room technology in 043 A & B are paired together. When the center wall is removed between sections, the room technology acts as ONE room. The room acts as two separate technology rooms when the wall is present.

Technology Available

Cameras & Mics

The room is equipped with front and rear facing cameras located on each side of W043 (A & B). Only one set of cameras can be used at a time and are controlled by the Crestron Panel. In-ceiling mics and speakers are located throughtout the room(s). Additional handheld mics (just for in room assistance) are also located in the storage closet.

The room has two options to project video:

1.) You can connect via Solstice wirelessly by selecting the option on the Crestron unit and having your device connected to the PSU Wireless.
2.) Connecting your device using the wall panel and HDMI port provided below the Crestron unit. When connecting your device to project in the room, please use a HDMI cable (if needed, visit the ITS Help Desk in the Knowledge Commons) and connect the cable to the wall port and your device. The Extron panel is used when using Zoom and is connected by using a USB-A to Mini USB cable (if needed, please visit the ITS Help Desk in the Knowledge Commons) to control the room audio and video. If your presentation is in-room only, the HDMI connection is only necessary.

Crestron Panel Operation

After connecting your device to the wall panel, you are now ready to use the Crestron Panel to control your video for presentation. Touch the panel opening screen to begin using the space.
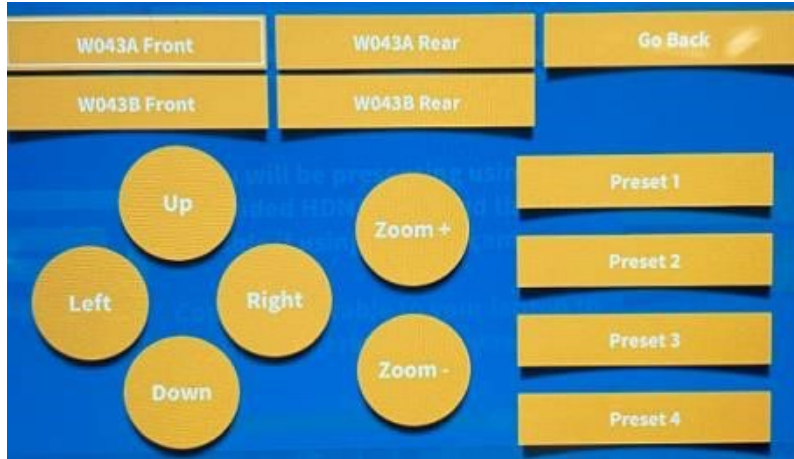
Select **Mersive (Solstice)** or **Wired using HDMI Cable.** If you are only presenting in the room, you are now connected.

Volume can be adjusted with the volume slider on the panel.

If you are using zoom to present as well, select **Camera Control**. The camera layout for the Dewey room will be displayed.

Reminder: Connect a USB-A to Micro USB cable to the Extron Panel to control the room audio and video

Select the Camera you wish to control and display over Zoom. In zoom, the video and audio will display as **MediaPort**. The camera can be moved by selecting **Up**, **Down**, **Left** or **Right**. Zoom in or Out with the **Zoom +** or **-** buttons as well.

Room Shutdown

When you are done with presentation, please select the **System Shutdown** button (located in the upper right-hand corner of the Crestron panel). Please be sure to lock the room and closet (if necessary).

 If you are experiencing sync issues with the audio/video or any other general issues, shutdown the Crestron unit and try again.