

## Guide to tablet

### (1) Start your meeting

Find your meeting in the overview and press **Join**

External participant could be sitting the “meeting lobby” and needs to be let in.

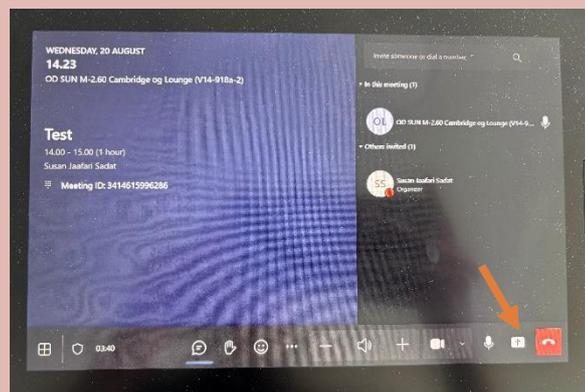


### (2) Share content from your PC/Mac

Insert the USB-C plug into your PC/MAC.

If the screens do not turn on automatically, then use the remote found in the room. Place yourself at a distance from the screens, and they will turn on at the same time.

If your screen is not shared within 5-10 seconds, then press **Share** on the tablet



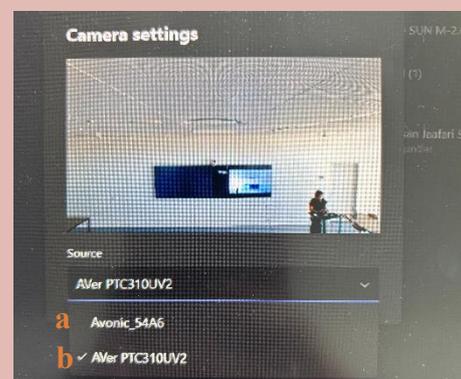
### (3) Control panel

**Sound:** You can adjust the volume (1) on the tablet (If there is no sound, use the remote to check if the TV has been muted).

**Camera:** By pressing on the camera icon (2) You can turn the camera on/off. If you press the arrow next to it (3), you can change the choice of camera.

- Camera pointing towards the **student/audience (a)**
- Camera pointing towards the **teacher (b)**

**Microphone:** By pressing the microphone-icon (4), you can mute/unmute the microphone in the room.



If you want to get to know the system better, you can find a video-guide by scanning the QR-code:

**Note:** Some of the camera settings do not apply for these rooms.

