

Mini Wall-E Quick guide

Mini Wall-E is a portable unit that can be used for hybrid teaching, meetings, and PhD defences. The Mini Wall-E must be used together with a computer and an SDU online service like Zoom or Microsoft Teams. You can also use other online services e.g., Cisco WebEX or Microsoft Skype.


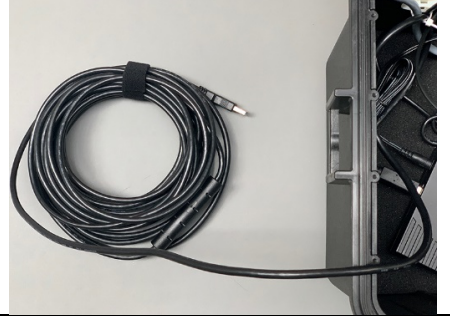

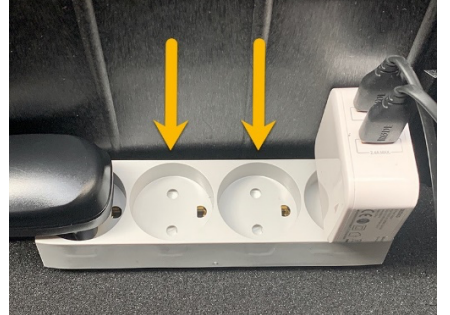
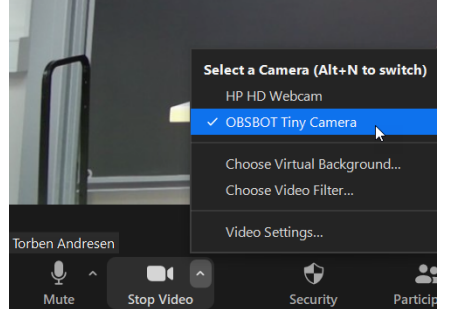
The Mini Wall-E unit includes a camera and two wireless clip-on microphones. Camera and clip-on microphones are placed in a case along with all required cables and various accessories.

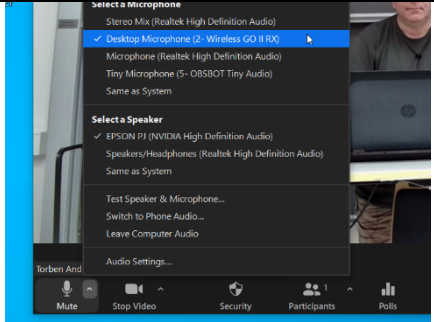
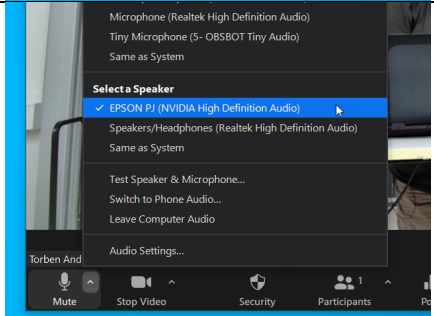



The Mini Wall-E should be placed on a table when in use.



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Connecting and Starting Up

1	<p>Place your Mini Wall-E case on a table and open the lid entirely. Turn the case so that the camera points at the lecturer/chairperson.</p>	
2	<p>Connect USB cable (10m) to the USB2 or USB3 port in the lecturer's/chairperson's computer.</p>	
3	<p>Connect power cable (10m) to a 220V power outlet.</p> <p>There are two 220V outlets in Mini Wall-E, which you may use e.g., to charge your laptop.</p>	 
4	<p>Start your online app (Zoom or Teams) and select camera. Choose "OBSBOT Tiny Camera" (the picture shows setting in Zoom).</p>	

5	<p>Choose Microphone Input in your online app. Choose "2-Wireless GO II RX". <i>(the picture shows the setting in Zoom).</i></p>	
6	<p>Select Audio Output in your online app. Choose e.g. "EPSON PJ (NVIDIA High Definition Audio)". This setting varies depending on the room you are using. In this way you use the room speakers for sound from the online participants.</p> <p>If there are no speakers in the room, you can use the speakerphone from the case and connect it to another USB port in your computer.</p> <p>Select Audio Output in your online app. Enter "Jabra SPEAK 410". Use the "+" and "-" buttons to adjust the volume of the speakerphone. <i>(the top image shows Setting in Zoom).</i></p>	 
7	<p>Turn on the audio receiver. Press the Ø-button for 2-3 secs.</p>	
8	<p>Disconnect the charging cable from the two transmitters and switch them on by pressing the Ø-button for 2-3 secs.</p> <p>When fully charged, you can use the transmitters for 7 hours before recharge is required.</p> <p>When the link light is solid blue, there is contact to the receiver.</p>	

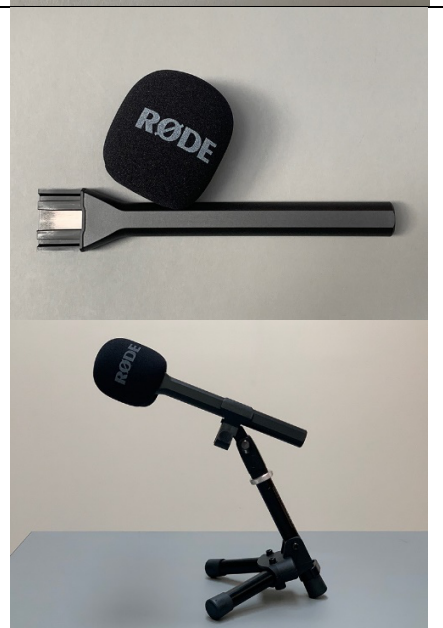
Applying the clip-on microphones

The two clip-on microphones each consist of a transmitter and a lavalier microphone. The transmitter can be used without the lavalier microphone because it has a built-in microphone as well. In that case, the transmitter should be placed in your neckline.

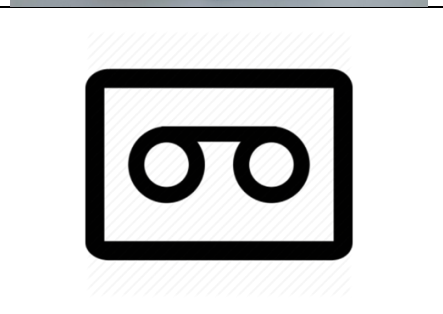
If you prefer to apply the lavalier microphone, you must mount it in the 3.5 mm socket in the transmitter and it must be attached to e.g. your belt. The lavalier microphone should be placed 10-15 cm from your mouth.



If you want to apply a handheld microphone instead of one of the clip-on microphones, you can place one of the transmitters in the holder and install the windscreen. You may place the microphone holder in the desk stand.

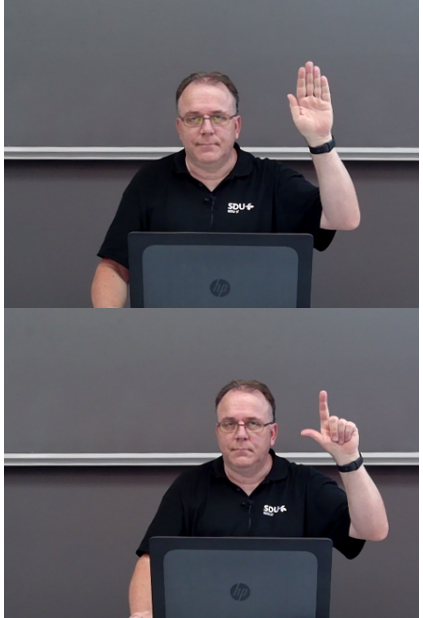
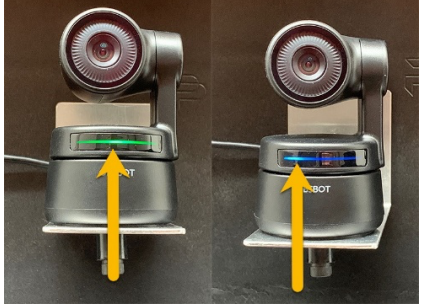



When in use, the transmitters automatically record audio. Recording capacity is 24 hours and the oldest recording is overwritten after 24 hours. You can retrieve the recording from the transmitters by connecting them to a computer and run the program RØDE Central.



Link to homepage concerning microphones:
<https://rode.com/microphones/wireless/wirelessgoii>

Camera Settings

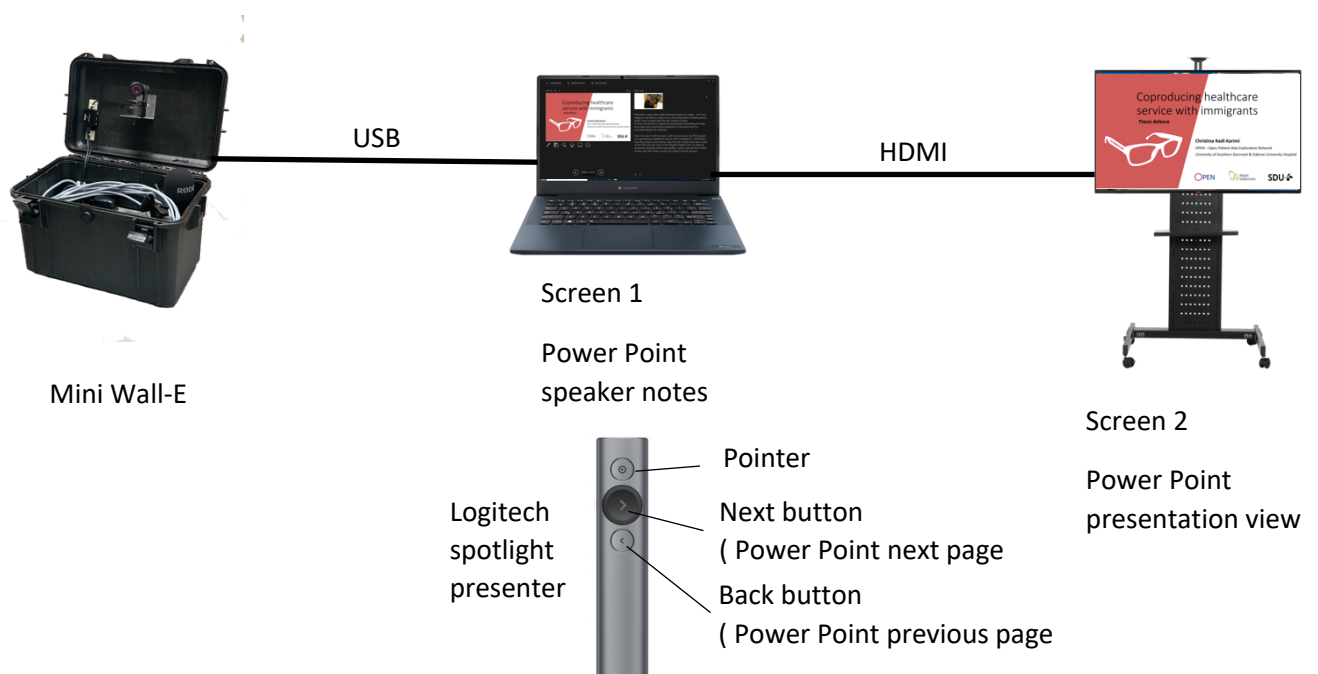
<p>When the Mini Wall-E is on, the Zoom setting x1 is selected and tracing is turned off. You can zoom in to x2 by showing the hand gesture for Zoom. <i>(see description below)</i></p>	
<p>The camera in Mini Wall-E recognizes two hand gestures.</p> <p>a) Flat hand vertical: start and stop tracking.</p> <p>b) L-shaped index finger and thumb: zoom in (2x) and zoom out (1x).</p>	
<p>When the Mini Wall-E is on, the LED on the camera is solid green. When you issue a command (<i>hand gesture</i>), the LED on the camera flashes blue (briefly) and then returns green again. The command is now activated.</p>	
<p>When the lid of the case is fully opened, the angle is slightly more than 90 degrees, and this causes the camera to point slightly upwards. This can easily be corrected by activating tracking. Stand in front of the camera and show the hand gesture “start tracking”. The camera automatically rotates down as it will center the image according to your position. You can stop tracking by showing the hand gesture for tracking again.</p>	
<p>Link to homepage concerning camera: https://www.obsbot.com/obsbot-tiny</p>	

Applying the Presenter

How to use Logitech Presenter in Zoom hybrid meetings

If you need to navigate confidently through your presentation, you should use the Logitech Spotlight presenter tool that is placed in the mini Wall-E case. The following is a description of how to set up and use Spotlight.

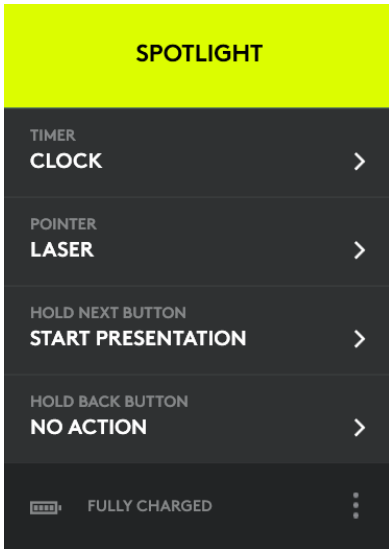
You can use Spotlight without installing a driver on Mac and PC, when the mini Wall-E is connected to a USB port in your computer. Point by moving the mouse on the computer screen. To use all Spotlight's features, you first need to install a driver on you Mac or PC. This will allow Spotlight to draw a coloured dot on the screen – reminding of a light dot from a laser pointer. The dot is visible to the online participants in a Zoom meeting.



To prepare Spotlight for use on your computer:

1. Install drivers for Mac and PC from here: <https://support.logi.com/hc/en-us/articles/360025141634>
2. Start the installation program and follow the instructions
3. Start the program Logitech Presentation

There are 3 different pointer settings:: HIGHLIGHT, MAGNIFY and LASER.



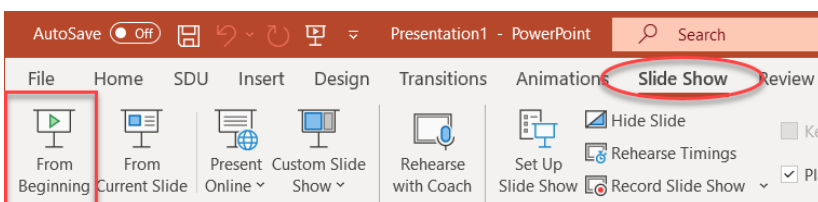
4) Select the pointer type "LASER"

How to use Spotlight correctly with Zoom and Power Point

Before you start using Spotlight, you need to decide whether you want your computer to display duplicated or extended desktop when connecting to an external screen or projector. Duplicated desktop means that your presentation is displayed on your laptop screen and on the external screen. Extended desktop means that PowerPoint will use the external screen for displaying your presentation and your laptop screen for displaying your notes. To set the wanted display type, click the Windows key + P and select type with the arrow keys. We recommend you use extended desktop.

5) Start your Zoom session on your laptop computer.

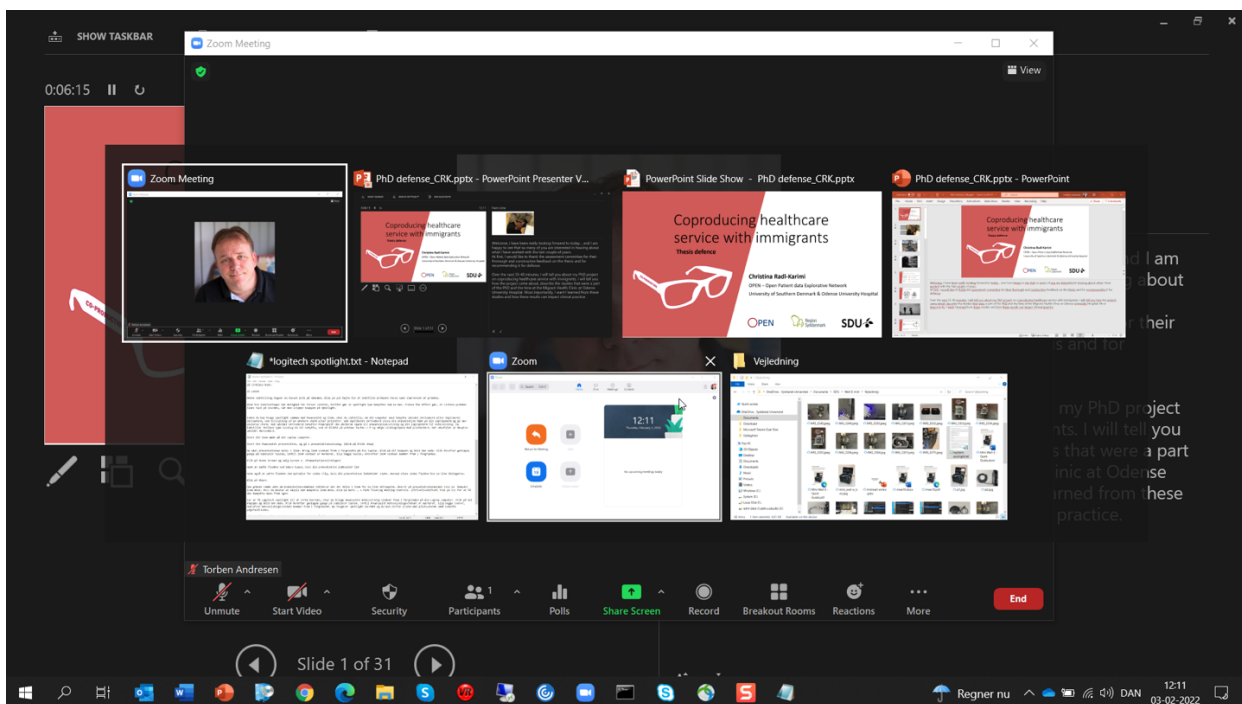
6) Start your Power Point presentation and use Presenter View (click on Slide Show and From Beginning). Alternatively, you may start your presentation with Spotlight by clicking and holding the Next button. By doing so, your presentation will automatically display Presenter View and display the first page.



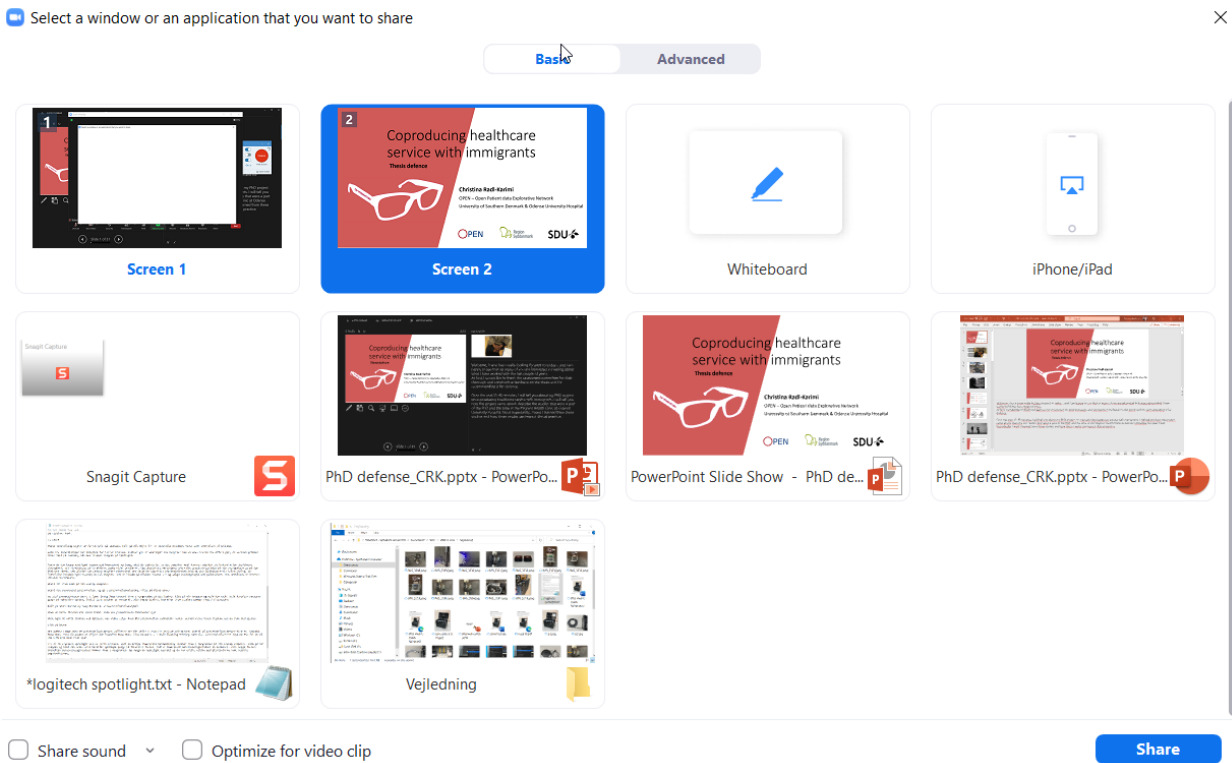
If you have selected Extended Desktop, your presentation will appear on the external screen and your notes in Power Point on your laptop screen.

Now, share the presentation in Zoom. Bring the Zoom pane into focus on your laptop.

- 7) Press and hold the Alt button. Then use the tab key repeatedly until the Zoom pane is marked with a white frame. Release both keys and the Zoom pane will come into focus.



8) Click on "Share Screen" and select Screen 2. (Presenter view)



Remember to check "Share Sound", if you presentation contains sound.

Also, remember to check "Optimize for video clip", if your presentation contains video. This will ensure that the attendees have a better video experience.

9) Click the blue Share button.




To make Spotlight work properly, focus the Power Point Speaker Notes pane on your laptop.

10) Press and hold the Alt button. Then use the tab key repeatedly until the Power Point Notes Viewer pane is highlighted with a white frame. Release both keys and the Notes Viewer pane will come into focus.

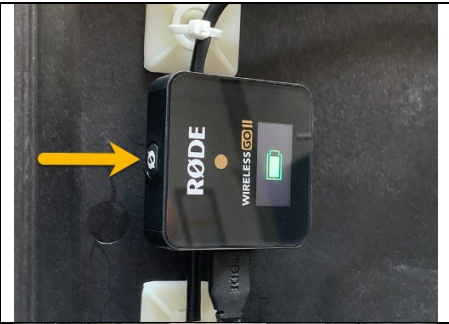
The Spotlight Presenter should now work correctly. You can change pages in Power Point with the Next and Back buttons and point to the screen with the Pointer button.

When you click Spotlights Pointer button, a small cursor appears on the screen. If the cursor displays on the Notes Viewer screen, you need to move it to the Presentation screen by moving it out to the right side of the Notes Viewer screen. This brings up the cursor on the left side of the Presentation Viewer screen.

When your Class/Meeting is over

<p>Switch off the two transmitters by holding down the “Ø”-button for 2-3 secs.</p>	
<p>Connect the transmitters to each charging cable in the case. The charging lamp will flash blue when charging. When the transmitter is fully charged, the solid light is fully blue.</p>	
<p>Connect Logitech Presenter to its charging cable.</p>	

Switch off the receiver by holding down the "Ø"-button for 2-3 secs. The display will change to the charging symbol, as the audio receiver is always connected to its charger.



Please wind the power- and USB cables neatly and use the supplied Velcro. This prevents the camera from being damaged when the lid is closed.

