



DONALD AND BARBARA
ZUCKER SCHOOL of MEDICINE
AT HOFSTRA/NORTHWELL

School of Medicine West Multipurpose Rooms (W104/W105/W106) Control System



Wake the Panel

1. To get started, tap the screen anywhere to continue.
2. Wait for the home screen to load.

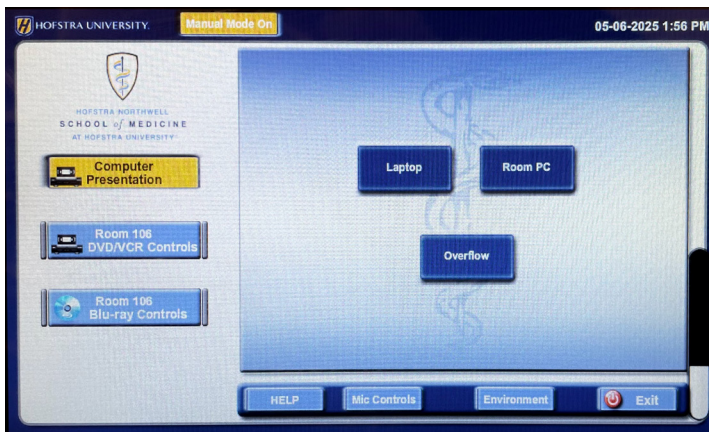
NOTE: When the rooms are combined, only use central panel (rm W105) to control room settings.

Selecting a Source for Presentation

1. Tap the **Computer Presentation** button, then select your source (e.g., Room PC or Laptop)
2. Wait a few seconds for the projector and screen.
3. Ensure your selected device is powered on.
4. To **connect a laptop**, be sure to bring an HDMI cable and necessary adapter for your laptop.

Adjust Volume

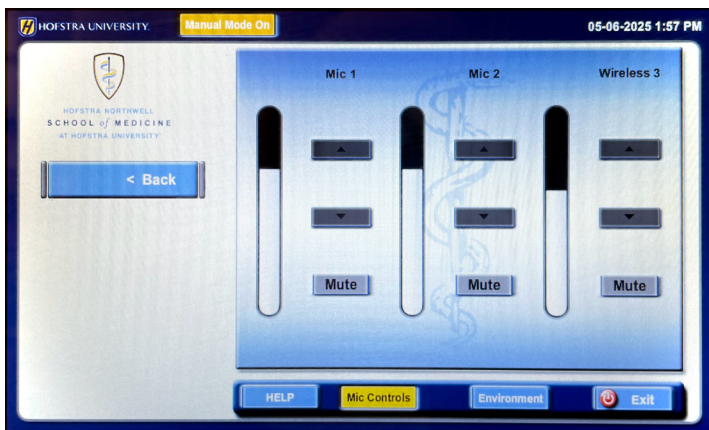
1. Use the ▲ / ▼ buttons on the wall touch panel to raise or lower program audio.
2. Check device volume levels to ensure playback.

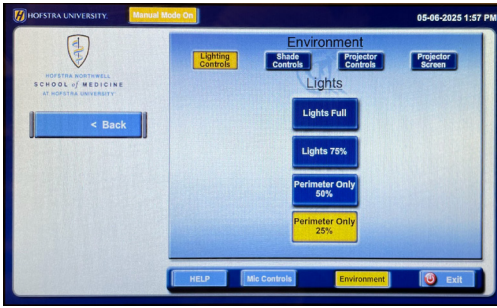


Microphone Controls

1. Tap the **Mic Controls** button.
2. Use the on-screen volume controls (▲ / ▼ buttons or mute) to adjust the sound level of the microphones* according to device label.
3. Tap **Back** to return to the previous screen or the Main Screen.

*Labeled handheld and wireless lapel microphones are available in the secure cabinet in each room.





Environment Settings

➤ Lighting

1. From the Main Screen, tap the **Environment** button.
2. Select the lighting presets that best supports your presentation needs.

➤ Shade Controls

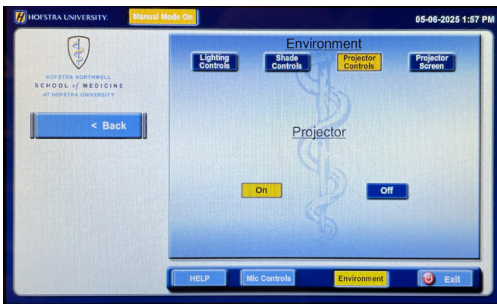
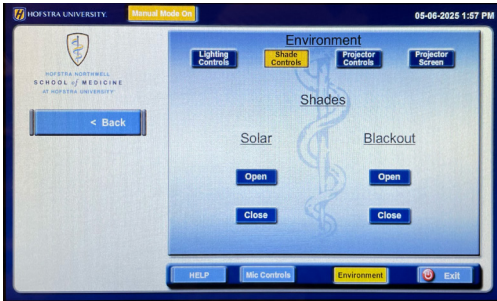
Select open/close button to raise or lower the solar and blackout shades in the room.

➤ Projector Controls

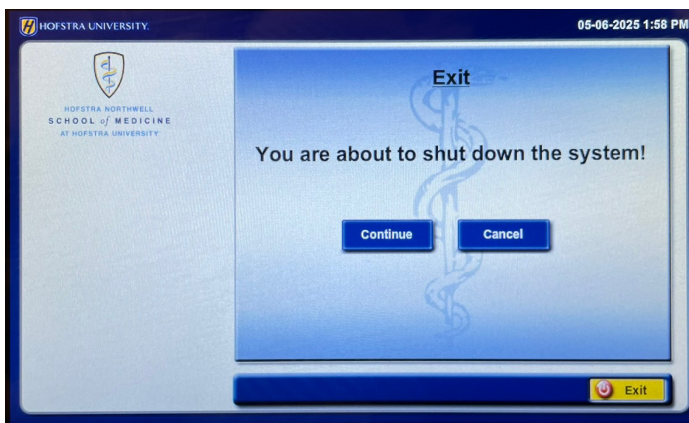
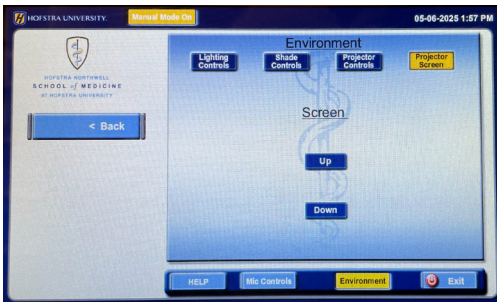
Power the projector **On** or **Off** buttons if you need to control the projector independently.

➤ Projector Screen

Lower or raise the motorized projector screen by selecting the **Up** or **Down** button.



Tap **Back** to return to the previous page or the Main Page.



Power Down Room

Before leaving the space, please make sure to:

1. Select the “Power Down” icon as shown.
2. Tap **Continue** shutdown when prompted.
3. Screen and projector will power off automatically.

Ensure displays and battery-operated devices (i.e. microphones) are turned off.