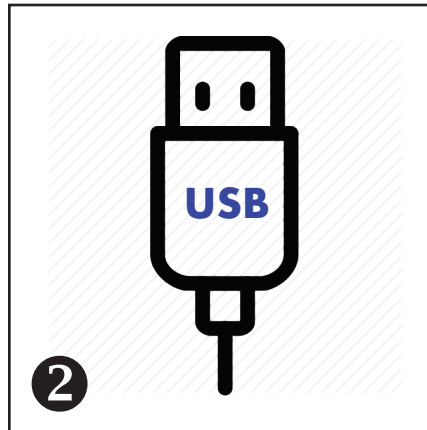# TENT CLASSROOM
# QuickStart

REMOTES, MICS AND BATTERIES ARE FOUND IN THE PROJECTOR CART CABINET. THE EPSON REMOTE TURNS ON THE PROJECTOR. THE CAMERA REMOTE MOVES THE CAMERA. YOU MUST USE THE CLIP ON MIC FOR REMOTE STUDENTS TO HEAR YOU.

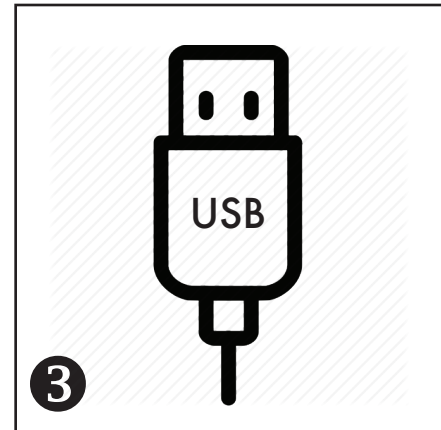**Connects Your Laptop to the Projector**

❶

**Connect Your Laptop to the labelled HDMI cable**
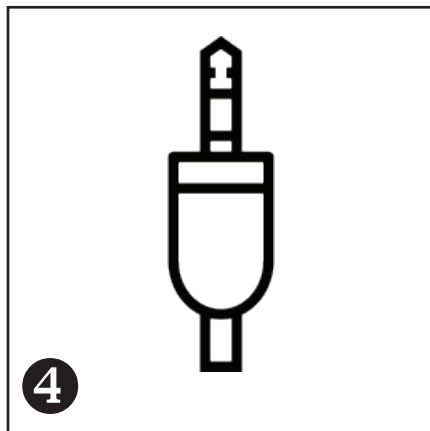
**Connects Your Laptop to the Camera**

USB

❷

**Connect Your Laptop to the labelled USB Cable**

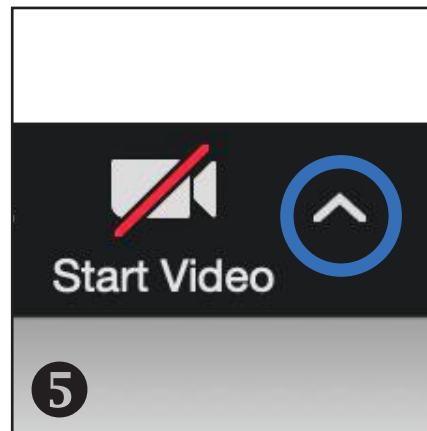**Connects Your Laptop to the Microphones**

USB

❸

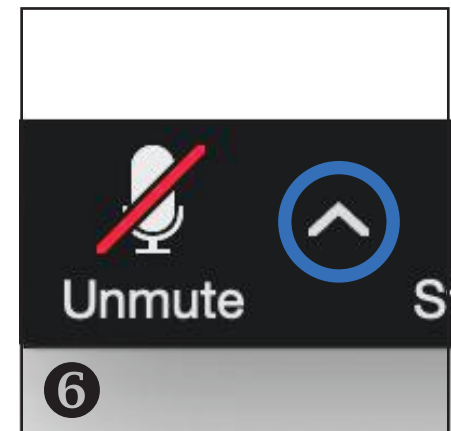**Connect Your Laptop to the labelled USB Cable**

**Connects Your Laptop to the Speaker**

❹

**Connect Your Laptop to the Headphone Cable.**

## LAUNCH ZOOM THEN:

Start Video

❺

**Select Your Camera**

Unmute

❻

**Select Your Microphone and Speaker**

**What do I select in Zoom ?**

Your Camera on a Mac & Windows is: "HuddleCamHD"

Your Microphone on a Mac & Windows is: "Zoom U-22"

Your Speaker on a Mac & Windows is: "Headphones"

**Need more assistance? Contact the ITS Service Desk at 315.228.7111 or email at itshelp@colgate.edu**

# Other Features

## AUDIO

TOP TENT TIP!
Each tent setup contains a clip on microphone. This is how remote students hear you.
A separate condensor mic is positioned in the middle of the tent to pick up students. You must use the clip on for your remote students to hear you clearly. Heavy rain or wind will impair audio clarity.

**Power on the mic.**
Hold down this button until the blue light illuminates

**PLEASE PLUG THE MIC IN WHEN YOU ARE DONE.**

**LEAVE THE MIC.**

Remote Student Volume:
Control the volume of your remote students using the laptop volume control.

## VIDEO

The camera is controlled with a remote, found in the cabinet. The camera can be panned, tilted and zoomed with this remote.

The projector is turned on and off with a remote, found in the cabinet. It will read "Epson" . Press "Stand By" to turn the projector off.

Please cover the projector and camera when done for the day.

HDMI adapters and USB adapters (for Macs) can be borrowed or obtained from the ITS Service Desk.