

Screen Share Only — Quick Guide

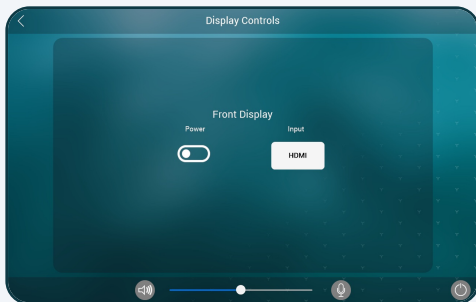
Show your laptop on the room display — no video call needed.

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Share Your Screen to the Display



Display Controls → toggle Front Display on

Use this guide when you want to show your laptop screen in the room — no video call needed.

1

If the display is off, tap **Display Controls** on the touch panel home screen and toggle the **Front Display** power on. Tap the back arrow to return.

2

Connect the **HDMI cable** at the front of the room to your laptop.

3

Your laptop screen should appear on the display automatically.

If your screen doesn't appear automatically, check your laptop's display settings and set the external display to **Mirror** or **Duplicate**.

Adjusting Room Audio

If you're playing audio from your laptop (video, music, presentation), it will come through the room speakers once the HDMI cable is connected.

Room volume

Use the volume slider on the touch panel toolbar to adjust the speaker level

Laptop volume

Make sure your laptop volume is turned up

No audio through room speakers?

Your laptop may still be routing audio to its own speakers. Set the playback device to the room speaker.

For a presentation with a lectern mic, tap **Audio Controls** on the home screen and adjust the **Lectern Mic** slider so the room can hear you clearly.



When You're Done

1

Disconnect the **HDMI cable** from your laptop and leave it at the front of the room.

2

Tap the **Power icon** on the touch panel, then tap **Yes** to shut the system down.