West Woods 252 Conference Room Technology

For Support or Training please contact the Support Desk at Clermont.support@uc.edu or 513-558-6949.

West Woods 252 is equipped with a Windows instructor PC, interactive touch display, all-in-one conferencing system, wireless keyboard, and a wireless mouse.

Using the Display

- Pull the Dell remote, pictured below, off of the left side of the display.
- Point the remote at the display and press the power button to turn the display on.
- The touch feature can be utilized with either the styli attached to the side of the display or your finger.
- Touch functionality can be utilized in Microsoft Office applications, OpenBoard, etc.
- Press the ⠇ button on either side of the display to raise or lower the screen height.
- When finished, point the remote at the display and press the power button to turn the display off.
- Return the remote to the left side of the display.

Using the Video Conferencing System

- Turn on the display and start the meeting using your platform of choice.
- Use the Logitech remote, pictured below, to control the speaker volume.
- By default, the camera will automatically frame in-person participants, but you can use the Logitech remote to control the camera as needed:
    a. The 🔍 buttons are used for zooming in and out.
    b. The 🏠 button returns the camera to the default, home location.
    c. The arrow keys around the 🏠 can be used to manually drive the camera.
    d. The 1 and 2 buttons will focus the camera on the room's defined presets.
- The 🔇 button on the Logitech remote can be used to mute/unmute the microphone

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