

Tandberg 95MXP Quick Reference Sheet

System Start-up

1. Verify power and data cables from the back of the IV cart are plugged into the wall next to the podium
2. Verify the APC power strip inside the IV cart is turned on



3. If you plan to use the document camera/ELMO, connect the s-video cable from the IV cart into the s-video output jack on the back of the document camera



4. Point NEC remote at the bottom right corner of the display screen and push the power button



The LED will change from orange to green

5. Point the Tandberg remote up at the camera and push "OK" on the remote



6. Place microphone in a convenient location (not directly in front of the IV cart / speakers) Example: microphone can be placed on the ledge of the dry-erase board or on the instructor podium

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To make a call

1. Stand directly in front of the camera above the display when using the Tandberg remote.
2. Press the Directory button on the Tandberg remote to bring up the phone book
3. Scroll to the desired entry using the up/down arrows on the remote
4. Press Connect to dial the selected entry



If desired entry is not in the Directory:

1. Press Connect
2. Enter the IP-address of the unit you wish to call. Use the * • button to insert the dots in the IP-address. To delete the last digit (or character) entered, press Delete.
3. Press Connect

To view Computer

1. Boot up and log on to computer
2. Push the blue **PRESENTATION** button on the Tandberg remote to display the computer.
3. Use the wireless keyboard, mouse, and PowerPoint remote for presentations (stored in the IV cart)



General use

SELFVIEW

Press the **SELFVIEW** key to view your outgoing video. It is simply a toggle key, it does not change anything

ADJUSTING VOLUME

Press the **+ / - VOLUME** keys

LAYOUT

Push the **LAYOUT** button to view local & remote sites (side by side) or split views.

CONTROLLING THE CAMERA

Hide the menu by pushing the cancel (X) button. Use the arrows to pan /tilt the camera. Push OK when finished. Press the **+ / - ZOOM** to zoom camera in/out



To end a call & shut down system

1. Press the **DISCONNECT** button once, press the **DISCONNECT** button again (or the **OK** button) to confirm
2. Do the opposite of "System Startup" directions to shut system down.