



# Classroom, Lecture Halls and Auditorium Technology

This document covers the current standard classroom technology at TTU. Most teaching rooms have one of the following setups, however, there are some classes that are different. We are trying to cover the most common here. If you are in Engineering, you will want to contact Jared Jennings to see about how the room is setup and for further assistance.

## Turning on the Teaching Station Technology

When you walk in a room, you will either see a button panel or a touch panel on the podium. In each room there is a computer (PC) on the teaching station along with other technology.

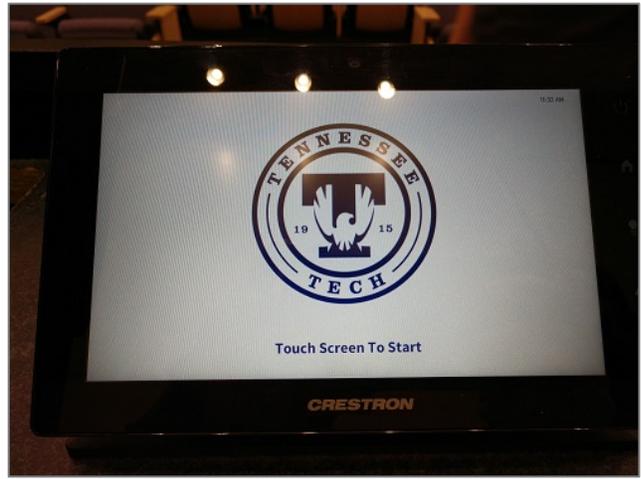
### Button Panel

Select the **Power** button in the upper left corner.



### Touch Panel

Touch anywhere on the screen to power on the system.



## Using the PC on the Teaching Station

Once you have powered on the system, login to the computer on the teaching station using your TTU credentials.

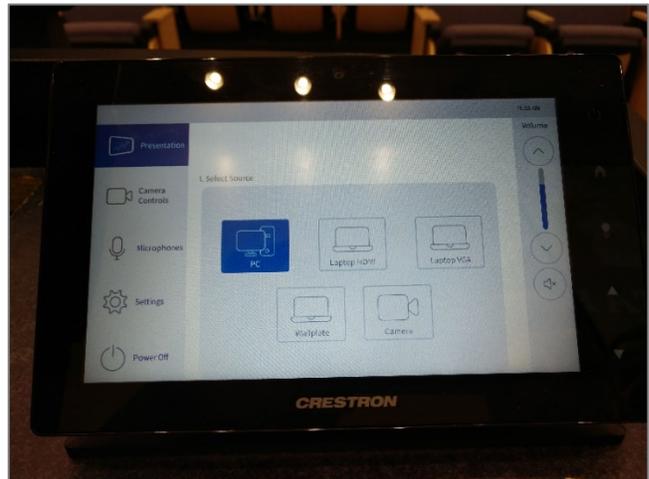
### Button Panel

Select the **PC** button.



### Touch Panel

Select the **PC** button.

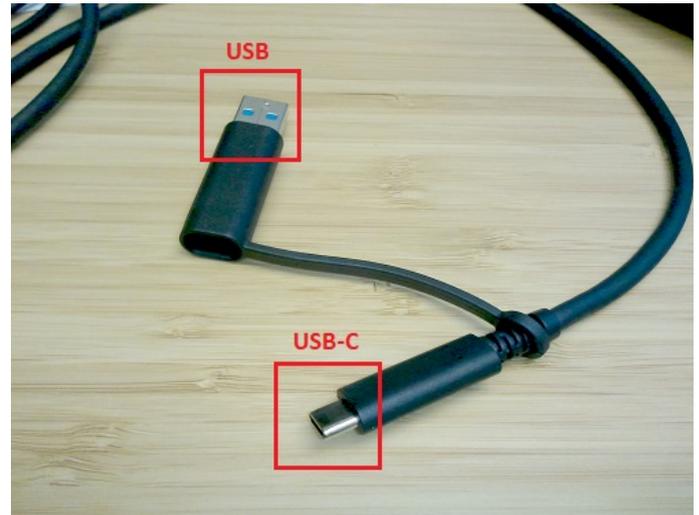


## Using Your Laptop

If you would like to use your laptop to present, first, power on the system.

### Connect your Laptop to the Docking Station

Select the connector cable from the Docking Station and connect it to your laptop. The cable is easy to spot because it has an adapter attached that can convert the USB-C connection to standard USB-3.0 ports for use with devices that don't have a free USB-C port.



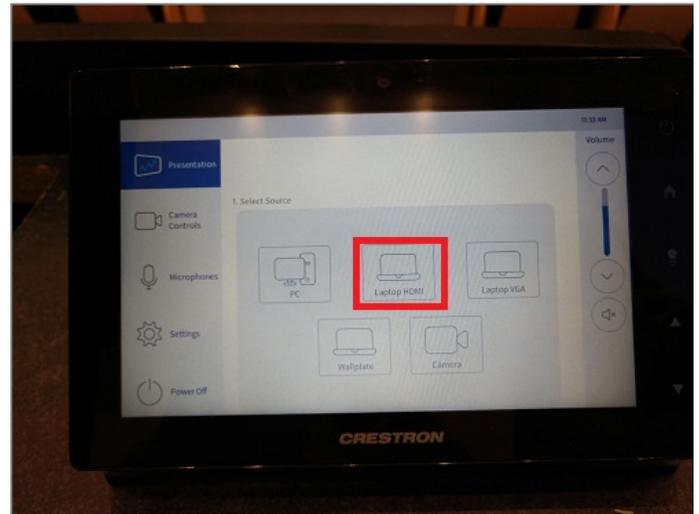
### Button Panel

Select the **HDMI** or **Laptop HDMI** button on the panel.



### Touch Panel

Select the **Laptop HDMI** button



**NOTE:** The laptop button will be some combination of Laptop and/or HDMI on the different control panels.

## Switch the USB and Devices to the Laptop

When using a laptop, you will want to make sure the correct device is selected on the USB switcher (shown below). There will be an **A (Laptop)** and a **B (PC)** with a small blue light signifying which is selected.

By doing this, it will connect your laptop to any USB devices connected to the teaching station (for example: IPEVO document camera, Polycom video camera, external DVD player, USB Hub, and others) so you can use them with your laptop. While most rooms are standard, some may have different hardware available.



## Troubleshooting

### Is the presentation not showing on the projectors?

Make sure that the displays are set to **Duplicate**.

On the keyboard, select the **Windows Key + P** and select **Duplicate**. This should resolve the issue.

*This could also happen where the projectors show the presentation and not the monitor. Use the same steps to resolve this issue.*

### Don't see the cameras in your list of devices?

Make sure that [USB Switcher \(see above\)](#) is set to the appropriate option, A (Laptop) or B (PC).

### The laptop is not showing, even after plugging it into the docking station.

You may need to install the DisplayLink driver (this is especially common for devices running macOS that are not managed by Tennessee Tech): <https://www.displaylink.com/downloads>

## Having technical issues?

If you are experiencing any problems using the classroom technology, call the HelpDesk at (931) 372-3975.

## Need to learn more about how to use the room effectively in your class?

If you need training or assistance learning how to integrate the different technology into your teaching, contact the Center for Innovation in Teaching and Learning (CITL) by emailing [citl@tnitech.edu](mailto:citl@tnitech.edu) or call (931) 372-3675.