



AV GUIDE

Michael Maher Room and Graham Yarroll room

Haberfield Centre and Library

78 Dalhousie Street

What you will need before your event:

1. A device that contains your chosen content/presentation (e.g. laptop).
2. A HDMI cable, and if using a MAC - a HDMI to MAC connector.
3. For wireless presentation the Crestron Airmedia app downloaded to your laptop. Wireless presentation is unavailable for mobile phones or tablets. (Please note that this is a third-party product and we advise you to read their terms & conditions prior to use.)
4. Request in advance to use:
5. Hearing Loops (x6)
6. Microphones (handheld or lapel).

We strongly recommend using HDMI cable or power table; there is no IT support at the venue and wireless presentation can be unreliable due to the device settings, software, operating systems or connection issues.



About the AV equipment

With your own laptop or other device and our AV equipment you can project content from your device to the screen and speakers.

Equipment available

Projector screen

Projector

Crestron control panel

Handheld and lapel microphone (available on request)

1. How to use the Crestron control panel.

The AV is controlled using a Crestron control panel on the wall. To turn on Crestron control panel press the power button.

2. How to connect your device.

You can connect your device using a HDMI cable or by wireless. Select the mode you wish to use from the Crestron control panel.

a) Wireless Presentation

We recommend bringing a HDMI cable for back-up in case of connectivity issues on the day.

Connecting wirelessly using the Crestron Media app will not currently work on phones or tablets.

INNER WEST

To connect for wireless presentation using a laptop.

1. Connect to IWC GUEST WiFi. (You must use this network to connect wirelessly.)
2. Select the Wireless source on the Crestron control panel.
3. Open a web browser and type the IP ADDRESS from the screen on the wall (pictured) (It will ask you to download Crestron Airmedia app onto your device if you haven't already), or type in the address into the app screen if already downloaded. You do not need to include the http://.
4. Chose option 'present with Airmedia'.
5. Type in the four-digit password that also appears on the screen.



b) Connect with HDMI cable from wall panel.

1. Connect the HDMI cable to your device.
2. Connect HDMI cable to the wall panel.
3. Select the wall source on the Crestron control panel.



Microphones

Volume for the microphones is controlled via mics option on the Crestron panels.



Troubleshooting

Why isn't my laptop connecting via the HDMI cable?

1. Check that the HDMI cable is inserted correctly
2. Ensure the correct source is selected.
3. If it is still not showing, use a different HDMI cable and plug it into a facility panel in the wall.

How can I access the internet?

1. If you are on your device connect to the IWC-Guest Wi-Fi network.

I can't hear the sound for my presentation.

1. Check that the Crestron panel has not been muted.
2. Try turning the sound up on the Crestron panel.
3. If you are using a clip from a webpage, try a different browser.
4. The Crestron app has a volume function set to mute by default. Check the app while playing your presentation by clicking on the icon. (See image below)
5. Are you using a mobile phone or tablet wirelessly? This app only supports phones and tablets using a wired connection.

The Hearing Loop is not working.

1. Check that the device is charged.
2. Is the loop plugged into the device correctly?
3. Test hearing device with headphones.
4. Is there sound coming from the laptop/TV/ screens?
5. Check that device is set to channel one.

Microphones are making a feedback noise.

1. The mics may be too close together. Turn down the volume and increase the distance between them.