Downtown Surge Classroom – Design Thinking

The display for this space is a projector and manual screen.

Controlling the system with your Device

Camera
Avaya HC020

Microphone
Avaya HC020

Connection
HDMI

1. **Connect to the project via HDMI cord**
   Turn the projector on using the NEC remote (normally located on the instructor's station)

2. **Connect the Avaya Camera**
   Locate the USB cable connection and connect it to your device.

   MacBook: If your computer does not have the appropriate USB port you will need to use an adapter. Connecting the USB web camera into a hub or docking station will not work.

3. **Select Avaya HC020 as the camera and microphone source**
   In your chosen video conferencing interface (Zoom, WebEx, or Teams) select Avaya HC020 as the camera and microphone source.

   Note: The Avaya remote can be used to adjust the camera (left, right, zoom in, zoom out).
   If the camera does not respond to input from the remote
   - Make sure the camera is on by looking for the blue light (this tiny light will be located beside the camera's lens)
   - Press the "1" button on the remote
   - Try the input again
   - Note that if the camera has reached its max zoom, it may not respond because no additional adjustments can be made

Microphone not working?

1. **Ensure the sound system is on**
   On the back left the "On/Off" button should be depressed

2. **Ensure the microphone cable is connected to Mic 1**
   If necessary turn the level control up

Blended Classroom Technology Guide

- Change camera and audio settings
- Step-by-step software instructions
- Troubleshoot classroom technology

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