

AMX Control Pad

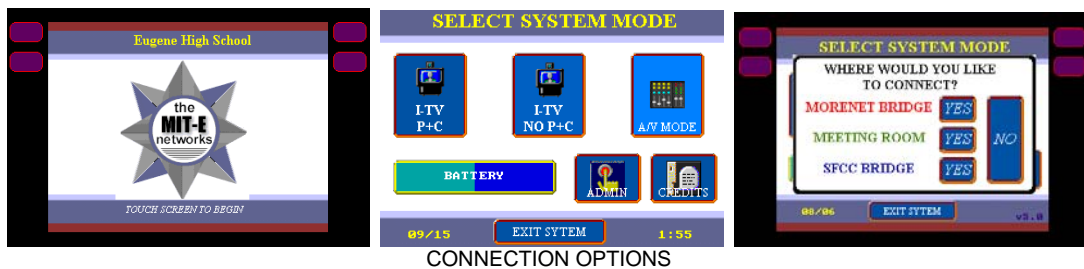
MIT-E I-TV rooms use the same AMX control pad, each with identical functionality. The MIT-E I-TV room that does not use the touch panel is MIT-E's I-TV room in Central Methodist's Stedman Room 101 uses a remote control for the codec.

The touchpad has a power saving feature, which turns off the screen when it is not in use. To use the AMX touchpad, begin by touching the screen to activate the pad. It will come to the last screen in use.

Select System Mode

If your touchpad powers up and is showing the video select and camera movement arrows, select exit. Depending on how the previous user left the touchpad, you may be asked if you want to disconnect from the MOREnet MCU. Select "yes," and you will see the system select mode screen. Select "exit system" at the bottom of the screen and you will be taken to the welcome screen with your school's name and the MIT-E Network Logo.

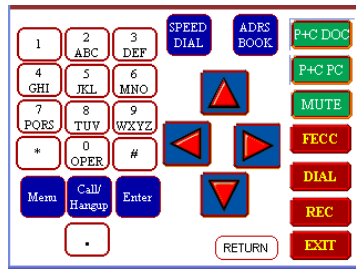
Once your touchpad is set to the welcome screen, touch the screen anywhere to begin. You will then need to select the mode and location for your connection. Before each semester your site facilitator will be notified on how to connect for every I-TV class. You may be connecting using the ITV P+C button, ITV NO P+C button, or the MOREnet Bridge or SFCC Bridge options.



We connect for nearly every I-TV classes using either ITV P+C, ITV NO P+C, and the MOREnet Bridge. State Fair Community College maintains a bridge we use for some connections, and MIT-E has a "meeting room" facility available for ad-hoc events such as parent/teacher meeting and study sessions.

Each site will need to connect for each class and disconnect and exit the system at the end of EACH CLASS period.

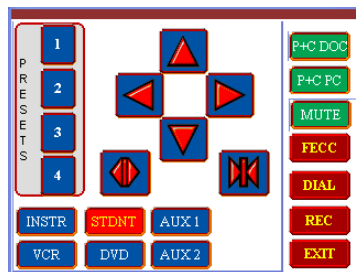
For other connections, it is possible to manually dial a site. To dial manually, select ITV P+C or ITV NO P+C, then “no” and choose “dial” from the column on the right.



MANUAL DIALING

Selecting the I-TV Mode and Choosing Video Sources

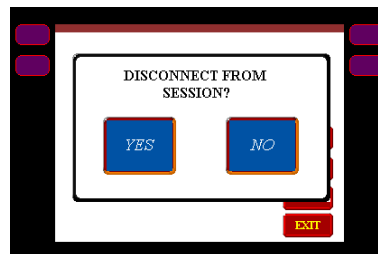
Once you select the I-TV mode and are connected into your conference you will see the video select options on your touch panel. The instructor and student cameras, DVD and play VCR, and auxiliary options are available to be selected.



STUDENT CAMERA CONTROLS

In this instance, the student camera is selected. The camera controls for the student camera are shown on screen. To set a preset, position the camera, then hold down on the preset number you want to set. The mute and people plus content (P+C) document camera and PC buttons are also shown on the column on the right. Mute will turn the mics off, and the button will change colors.

At the end of EACH CLASS, each site will need to select “exit” on the touch panel. They will be presented with a final “yes or no” option to disconnect from their conference. Select yes and the touchpad will disconnect and revert back to the “Select System Mode” screen, and be ready for the next I-TV class. It is important that this be done at the end of each I-TV class so the system will reset for the next session.



DISCONNECT FROM SESSION

People Plus Content

Each MIT-E I-TV room is now capable of dual streamed video, or People + Content. This will give sites the ability to send two live pictures to other locations. The document camera or PC will show up on the VGA monitor with the instructor camera or quad appearing on the student monitor. To use P+C, select the document camera or PC button on the right and the video will be sent from that device to the remote site's VGA monitor. The use the PC keyboard and mouse, and controls on the document camera to compose your video from those sources.

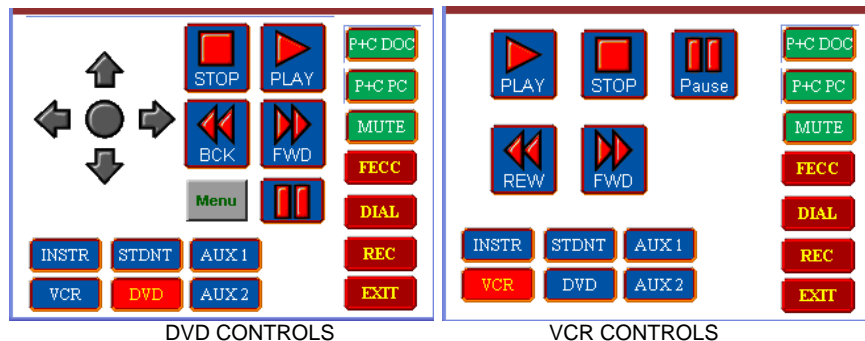
Students can also send dual stream video back to an instructor in the same way.

The computer monitor functions as the preview monitor for the dual streamed video from either the document camera or computer.

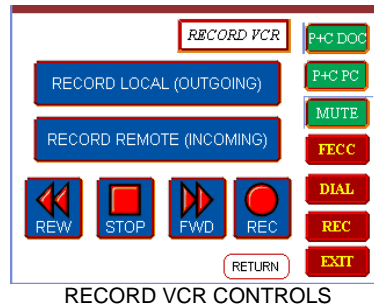
For sites that do not have the ability to receive both video signals, they will get the content (document or computer video) and all audio until the P+C is turned off. They will then see the camera (student or instructor) from the sending site.

VCR and DVD

There is a separate Play VCR/DVD unit and Record VCR in each MIT-E I-TV room. Make sure the device you want to use is turned on and select it on the touchpad. The controls for play, rewind, etc. are on the touchpad.



To record classes, select the “REC” button and the controls for the separate Record VCR will appear. Use the controls on the touchpad to record in the I-TV room. Choose either “Record Incoming” or “Record Outgoing” and when you are finished with the Record VCR controls, press “Return” to go to the previous screen.

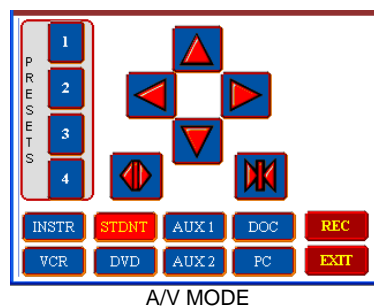


Adjusting the Audio

The only audio control is the volume adjustment for YOUR I-TV room. Use the purple buttons on the touchpad to turn your volume up or down. A popup arrow will appear when you select an audio control. The microphones are mounted in the ceiling. There is a mute button on the touchpad. If remote sites are having trouble hearing their instructor they will need to adjust the volume on their touchpads for their room.

Using the I-TV Room for Multimedia Presentations

The “Select System Mode” screen give the option of using the I-TV room for presentations when not connected to other sites. This is ideal for multimedia presentations or for observing students in the I-TV room when not connected for a class. To use the A/V mode, select the option on the touch panel and choose the video source to send to the monitors—instructor camera, student camera, etc. This will also be sent to the principal’s monitor. At the end of the A/V session, it is necessary to exit the system so it can reset for the next application. **NOTE:** People + Content options are not present in this mode. Here is a view of the touchpad in A/V mode with the student camera selected.



AMX Batteries

The touchpad is wireless and can be used from the instructor podium or the student desks. That way, a student can take the touchpad to their seat and remain in camera view during class.

It is important, however, that the touchpad be placed back in its docking station to charge between classes and at the end of the school day. After several hours of use, the batteries will run down.

When the touchpad is not charging in its docking station, there will be a yellow light on the bottom front of the docking station. When fully charged, the light will be green. A yellow light indicates the touchpad is in the process of being recharged. Make sure you see either a yellow or green light when replacing the touchpad. If there is a red light on the charging stand, the touchpad is not making proper contact with the charging points. Move it until it settles into place and a yellow light appears. It is possible to have the touchpad sitting on the station and not properly touching its contact points. The touchpad will display a low battery warning when the battery is close to being exhausted.

Replacing the Battery

If you see a low battery warning on your touchpad, there is a spare in the docking station.

1. Take the touchpad off the docking station and turn it face-down on the console.
2. Open the door on the docking station. Take out the spare battery.
3. Open the back cover of the touchpad. Take the battery out and replace it with the spare from the docking station. Make sure the “+ and -” signs match on the touchpad and battery. The touchpad should light up. If not, touch the screen or the purple buttons to activate it.
4. Put the discharged battery in the docking station, again noting the “+ and -” signs on the docking station so it may recharge.

If the touchpad does not light up, call the MIT-E Office for further assistance.

The touchpad can also perform other functions; the examples above are the most common uses for the touchpad. For additional information or questions, please contact the MIT-E Office.