In-Room PC Quickstart Guide

Transfering content to in-room PC:

USB Thumb Drive

To use an external USB Drive, connect to the in-room PC by plugging the drive into the USB slots found on the side of the monitor.

Cloud:

To access your media from cloud storage such as Google drive or OneDrive, use the web browser of your choice. Please note that changes made to files in cloud services often save automatically but files saved locally will be deleted upon logout.

Note: File formatting can distort if transfering content from a Mac device to the in-room PC.
To avoid this, save the file as a PDF or transfer it to another universal file type.

Zoom:

To use the A/V system's camera and microphone in Zoom, you must use the in-room PC to facilitate the meeting. If you would like to use your own device, start Zoom with the in-room PC, then join the meeting with your personal device.

Please note that if you are utilizing Classroom Capture, you must use the in-room PC.

Video Playback:

If playing audio/video - test to make sure playback works correctly after transfering to the in-room PC. For compadibility reasons we recommend using VLC to play media files.

Saving:

Any content saved to the in-room PC will be deleted upon logout. Always save any content to the desired transfer method (USB thumb drive or cloud). Please note that there is no recover process for lost data. Please logout of your account after each use.

Huddly Camera:

To adjust the Huddly camera settings open the Huddly application from the start menu.
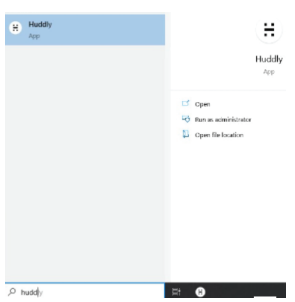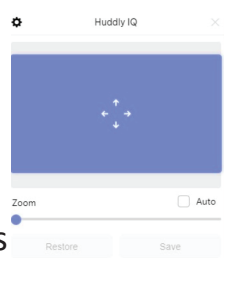

If prompted to set up the camera select "Skip".

Hi there!

Let's set up your camera.

Skip   Continue

The Huddly has two modes "Static" and "Auto". Static stays in place, while auto follows automatically.

Huddly IQ

Zoom   Auto

Restore   Save

Assistance:

If you require expidited technical assistance with the AV system, please fill out a Problem Report by using the QR code or call (303) 735-4357 or "5-4357" from the in-room phone.