WNDLC Mobile DL Cart Operating Instructions
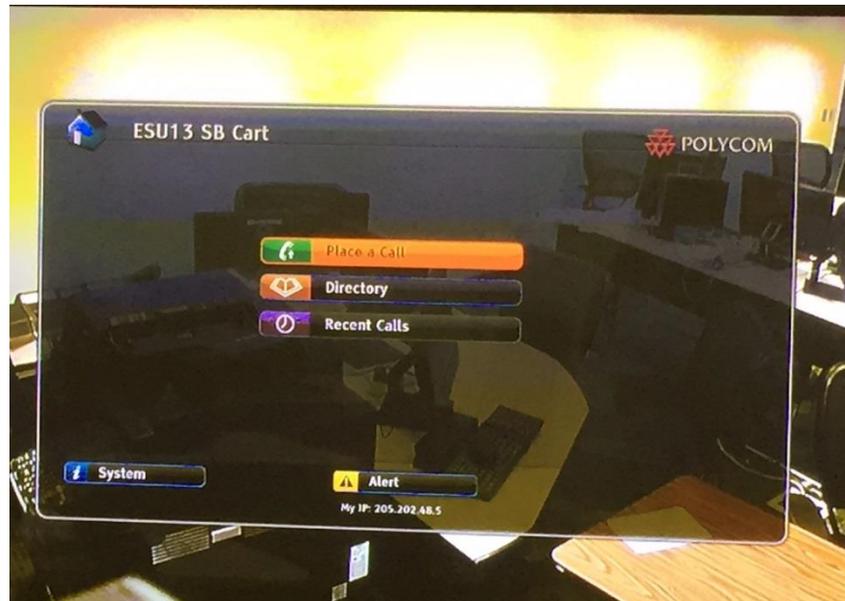
The mobile distance learning carts used by the WNDLC system offer many of the features that you'll find in the regular DL rooms.

All of the features of the carts are controlled with the remote control. The following pages detail what each button on the remote does.
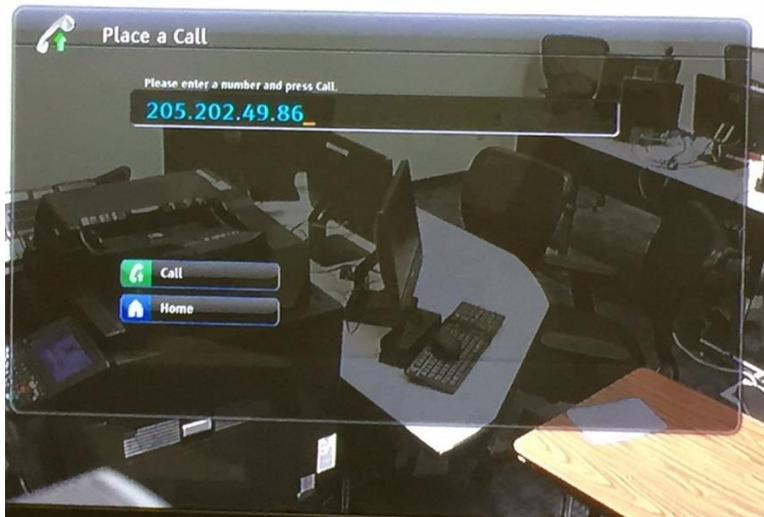

1. Placing a Video Call

You can use your system to place a video call in any of these ways by entering a number.

Most likely the cart is in power save mode. Picking up the remote control will "wake up" the system and bring up the Place a Call screen on the monitor.

Press the dot in the middle of the circle on the remote to give you the IP address screen.

In the dialing field on the —place a call‖ screen, enter the dialing information. Most times the address will look like this: 205.202.48.6

Use the keypad on the remote to enter in the IP address. When done either arrow down to the call button on the screen and press the middle dot, or press the call button on the remote (Green handset).

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Ending a Video Call

To hang up from a call:

1.Press Hang Up (Red Handset) on the remote control.

2. Controlling What You See

Selecting and Adjusting a Camera or Other Video Source

You can use the remote control to select and adjust the main camera or any other near-site or far-site video sources, such as document cameras, computers, VCRs, or DVD players. You may be able to adjust far-site cameras that support pan, tilt, and zoom movement.

To adjust a camera using the remote control:

1. Press Near or Far to select either near-site or far-site control. During a multipoint call being hosted by a system in the call, you can only adjust a camera at the far site that is currently speaking.

2. Press the arrow buttons on the remote control to move the camera up, down, left, or right.

3. Press Zoom on the remote control to zoom out or in.

Video Display Options (without content)

Your system has what is called Dual Monitor Emulation which gives you control of how you display the remote sites during a video conference; you can press the Display button (upper left button) on the remote control to scroll through the following screen layouts:

1. Near and far sites, same size, side by side

2. Far site big, near site small

3. Near site big, far site small

4. Near site, full screen

5. Far site, full screen

Video Display Options (with content)

During calls using Dual Monitor Emulation with content, you can press the

Display button to change the screen layouts:

1. Content big, far and near sites small

2. Content big, far site small

3. Content and far site same size

4. Content, full screen

Showing Content

Polycom has built into each of their systems, People plus Content. You send digital content as well as your camera. You are able to show the following to the far sites:

Any information stored on a computer (your laptop must be set at 1024x768 resolution)

A paper document or object placed on a document camera

Most of the ESU DL cart systems have both.

You can show one type of content and one people video source at a time, and you can switch to a different type of content or people video source if you need to. Participants at other sites can also show content or people video sources.

To send content, press the content button (upper right hand) on the remote control, and then press 1 for document camera, press 2 for laptop. You must do this rather quickly.

 Your laptop must be connected to the cart with the VGA cable that is on the counter of the cart.

To stop content, do the same process, press content and number 1 or 2.

You can use either the Camera Button or the Content Button to switch video sources.