

Cisco Touch Panel Quick Reference Sheet

The basics of the Touch Controller



Basic operating principles



User Guide

Touch Panel Controls

1. **Power** on the touch panel by touching the screen. This will bring the Touch panel out of sleep mode.
2. **Mute** your microphone by pressing the button on the top right of the touch panel with a microphone with a line through it. (When muted the button will have a red circle around it).
3. **Volume Controls** are on the right side of the touch panel and are controlled by sliding your finger to the desired volume. (Indicated by the blue LED's).
4. **Camera Controls** are located under the "More" tab on the Camera Control button and is controlled with the four arrow keys and the zoom in and zoom out buttons on the Touch Panel.
5. **Main Source** is located by pressing presentation button and sliding your finger horizontally to the desired source. (i.e., in room pc, laptop, document camera).
6. **Duo-video** is enabled by selecting the presentation button and select the sources you wish to use.
7. **Self View** is located at the top right of the Touch Panel Screen and can be turned on or off by pressing it to "on" or "off".
8. **Camera Position Presets** are located under the "more" button. Select the "camera control" button, then you can change the presets that are located on the left side of the screen.
 - Press the More button.
 - Press the Camera Control button.
 - Move the camera using the controls to the desired viewpoint.
 - Press the Add new Preset button to set your preset.
 - To use that preset go back to Camera Control and click the preset on the left side of the screen.

Connecting a PC for a presentation:

1. Connect the black VGA/white DVI attached to the Cisco to the external monitor port on the laptop.**
2. Make sure your laptop is turned off before you plug in the adapter. Then restart your laptop once it is connected.
3. Press the presentation tab and select PC on the Touch Panel.
4. If using a PC, place laptop in presenter mode. (usually fn+F8).
5. Set the resolution to 1024x768.
6. To switch between the PC and Main Camera, Press the presentation Tab and slide between PC on the Touch Panel.

Connecting a Mac for a Presentation:

1. Connect the Display cable to the external monitor port on the Mac computer.**
2. Make sure you have enabled Mirrored Images. To Mirror Images: Go to systems>Displays>Detect Displays. Set the resolution to 1024x768.
3. To switch between the PC and Main Camera, Press the presentation Tab and slide between PC on the Touch Panel.

****Note you do not have to be in a call to use the Cisco System for a presentation. Simply press the self view key located on the top right of the touch panel and follow the same procedures outlined above anytime you wish to use the system for this purpose.**

Video Conferencing Services

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<http://www.library.state.ak.us/dev/owl.html>