



Quick Start Guide HoF Medientechnik

To turn on the touch panel, press with your finger on the symbol **POWER ON**. If the touchscreen is black, just touch it. The main operating screen will appear.

- First turn on the projector by clicking on **Projector → On**.
- In order to display a presentation with the **in-built presentation PC** just select **Presentation PC**. You need a valid **HRZ account** to log in. To import your presentation you can use the front USB ports or the DVD Drive from the in-built PC (in the table).
- In order to display a presentation from **your laptop**, the connecting cables are integrated in the presentation table. If needed adapters are available at the HoF reception desk. Select **Laptop Table** and then **HDMI** or **VGA**, (where your laptop is connected to).
- To display the Visualizer, select **Document-Camera**.
- If the Symbol behind “**Equipment ready**” is not **green**, changes have to be made on the Equipment. You may need to choose Windows + P (on the keyboard) and select "Duplicate".



- By selecting **Audio** you can adjust the volume of microphones / PC / laptop / audio device.
Microphones can be picked up at the HoF reception desk.
- By selecting **Lights / Drapes** you can control the brightness of the room.
- **After your event, please switch off the projector and the lights.**

In case of errors or problems, please contact the Medientechnik Support.

Help and support is provided by the team of Medientechnik:

Phone: 069/798-36111

Mail: mt-support@uni-frankfurt.de

Please note that the Medientechnik is not responsible for questions or problems regarding electricity, furniture, air conditioning, login accounts, internet, training equipment and Goethe Card