



Operating Instructions

Display

You may use the television to display a presentation in one of two ways:

1. **Connect your laptop** via HDMI to the HDMI faceplate below the TV.
Change the TV input to **HDMI 2** if it is not already set.
2. **Log into your City network account** via a PC, aka “Wyse terminal” (City Employees only).
Change the TV input to **HDMI 3** if it is not already set.

When you are done, be sure to **log out** and **turn off the TV**.

Polycom

To use Polycom Video Conferencing, change the TV input to **HDMI 1**.

Equipment

This room has been equipped with the items listed below. Please leave them in the room at the end of your meeting.

- 1 Remote control for the TV
- 1 Remote control for the Polycom
- 1 HDMI cable
- 1 wireless mouse
- 1 wireless keyboard

Please call the Help Desk at 266-4193 if any of these items are missing.