RGL 101

Files can be accessed either via the M drive (M:\Classroom), the Internet (i.e., Google Drive, Dropbox, Email, etc) or a USB key.

Training Topics

1. Turning on the System
2. Using Zoom
3. Turning off the System
4. Frequently Asked Questions
Turning On the System

1. Tap the Crestron Control panel so that you see the input sources.

If for some reason you see this instead:
2. Choose the source you want. You will have three options you will want to consider:
   - **Laptop**
   - **PC Primary** – built in computer, 1 monitor
   - **PC Dual** – built in computer, 2 monitors (see below picture)

3. If using the built in computer, press any key on the computer keyboard. If the video wall and computer do not come on after choosing **PC Dual** or **PC Primary**, then follow these instructions. If the video wall and computer do come on, you can skip this section.
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4. Turn on the computer. The PC is located inside the podium on the left, and there should be a solid blue light on the power button. If not, press the power button to turn the PC on.

If using a laptop, after pressing Laptop plug your laptop in using the provided adapter.
Using Zoom

1. Zoom is pre-installed on the computer. You will see the Zoom icon on the desktop and on the task bar just like your on-home computer. A step-by-step video tutorial on how to sign in can be watched here. To sign in, click on Sign In with SSO.

2. Type in ‘usc’ in the text field and click continue.
3. Authenticate using USC Duo-Authentication and use Zoom like you normally would. When in Zoom, your audio and camera settings should be pre-set. If you have any issues, ensure that your audio controls are set to **Echo Cancelling Speakerphone (SOL-RGL1010QSSCORE110F-1)** for both the Microphone and Speakers and that the camera is set to **USB Capture HDMI**.

The room camera and microphones are in the ceiling. The camera will also follow you around the room based on movement in a 180’ pattern.
Turning off the System

1. When you are done teaching, please remember to LOG OUT of Zoom. You can do that by launching the Zoom app, clicking on picture INITIALS in the top right, and choose Sign out.

2. Sign out of the computer by right-clicking on the Windows icon and choose Shut down or sign out -> Sign out.
Frequently Asked Questions

Q: Can I use a USB key for my files?
A: Yes, you can plug it into the computer. The computer is inside the podium as you can see here.

Q: The general-purpose classrooms have a Zoom room that allows students to share content wirelessly. Can they do that in RGL?
A: Not yet; they will be able to when we finish the technology upgrades. For now, if students want to share their screen, they can join the Zoom room the instructor is using and ask for permission to share. They must mute their mics, though, if they are in-person to avoid feedback.

Q: Does the room have microphones for voice-assist or events?
A: Yes; but only a limited amount until we complete the technology upgrades. Please submit a ticket to the PriceIT team and a team member in IT or the Office of Online Education and Digital Media will assist you.

Q: Can I bring in remote guests or students?
A: Yes, through Zoom.

Q: What other technology besides what is mentioned above is coming?

1. Enhanced bring-your-own-device for content sharing on the video wall
2. Assisted Listening System
3. Occupancy sensor for auto room turn on/off
4. Event livestreaming
5. Multiple mics for in-room voice assist