

CR 150 A/V User Guide

Wired Connection Guide for Single Laptop/User:

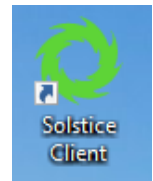
HDMI and VGA hard wire connections are available to connect to the TV directly.

1. Use appropriate cable to connect your laptop to the TV.
2. Press the **“On”** button on the control panel, next to the TV. It may take a few seconds for TV to go live.
3. Press either HDMI or VGA button based on your cable connection. Your laptop screen is now projected on the TV screen.
4. When you are done with the meeting, please do not forget to turn off the TV by pressing the **“Off”** button on the control panel.

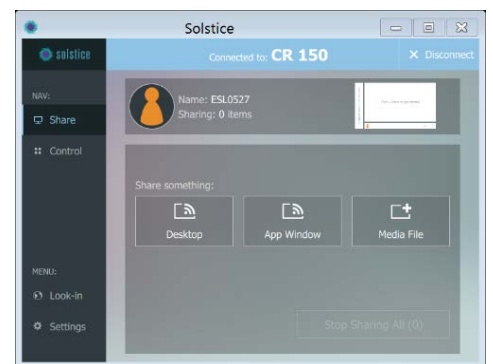
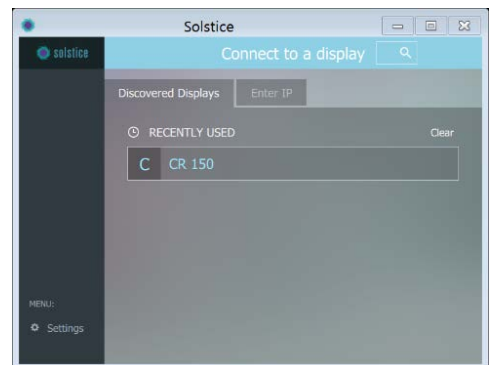
Wireless Connection Guide for Single Laptop/User:

1. Press the **“On”** button on the control panel, next to the TV. It may take a 10-15 seconds for TV to go live.
2. Press **“Solstice”** button.
3. Connection:

- a. First time connection to Solstice: Open your web browser and type the IP address displayed on the screen (128.146.90.251). Follow the download instructions and open the Solstice Client app. Click on the **“Enter IP”** tab and type the same IP address above.
- b. Via previously installed Solstice Client: Open the app and select CR 150.



4. Enter the 4-digit screen key. This is a unique key that will be randomly populated each time you open the solstice app.
5. You are now wirelessly connected to the document sharing platform. You can project your presentation or documents either via **“desktop”**, **“app window”** or **“media file”** buttons.
 - a. The **“Desktop”** button allows you to share your desktop on the TV screen. What you do on your desktop will be mirrored and displayed on the TV screen. Click the button to share your desktop; click it again to stop sharing.
 - b. The **“App window”** button allows you to stream a document, website, video or an image (a.k.a. app) on the TV screen while you do something else on your laptop.
 - i. On your laptop, open the document or website you want to stream on the TV. Make sure it's visible on the laptop and no other document or application obstructing it.
 - ii. Go back to the Solstice client app and select **“App window”** button. Solstice will grab the document you want to stream and it will show the document name (i.e. “abcd.doc”) you are about to stream on the TV on your laptop. Click on the document name. The document is now shared on the TV screen. On your laptop, you can minimize it and open another application while the original document is continued to be streamed on the TV screen. If you close the document on your laptop, it will disappear from the TV screen.
 - c. The **“Media File”** button allows you to share images or videos. Click on the button and choose the media file you want to project.



Wireless Connection Guide for Multiple Laptops/Users:

Up to 4 devices can be connected to the Solstice Pod at any given time. Open the Solstice client app and enter the 4-digit key. Skip the 2nd paragraph if you already have downloaded the app.

First time connection: Open your web browser; type the IP address (128.146.90.251) and follow the instructions to download the app. Open the app and click on the “Enter IP” tab and enter the IP address again.

- Once users connected to CR150, each user can share or stream a document via “Desktop”, “App Window” or “Media File” button. Once multiple users start sharing a document or media file (a.k.a. posts), the Solstice pod platform under “Share” menu will look something like this:
- Click on “Layout” menu tab on the left to view the posts that have been shared.
- Double click on the document or post you want to stream. It will project on the main screen while other posts are transferred to the “deck”, hidden from the main view. Deck is the white bar on the left where it says, “Drag your posts here to hide from the TV screen”. The posts are held here until you need to view them again. You can manually move them back in the main view or use one of the menu options populated under the three dots aligned on the bottom of the screen to navigate the posts.
 - **All ON Screen:** This moves all posts from the deck to the screen.
 - **All OFF Screen:** This moves all posts to the deck.
 - **Align to Grid:** When this is checked, Solstice pod automatically aligns the posts; when this feature is unchecked, you can move or overlap posts manually.
- If you right click on a post, you will see the following options:
 - **Full screen:** This makes the application the only post on the screen and moves all others to the holding bar.
 - **About:** This shows on the TV screen the user, author, size and live stream (updates per second).
 - **Stack:** This feature allows you to consolidate multiple posts within under one group. Once selected, drag the files you want stacked together into the black box. Then click “Done”. The posts are now stacked. You can move to a different post within a stack by clicking on the top right corner of the stack, selecting the desired post, then selecting “Done.”
 - **Delete:** This deletes the post from the screen.

