

The Polycomm Remote



Button Index

(REMOTE MUST BE POINTED AT THE CAMERA WHEN USING THESE CONTROLS)

1. The **POWER** Button turns on the entire Polycomm System
2. The **FAR** button must be pushed if you want to control the “far site” camera
3. The **NEAR** button must be pushed if you want to control the “on site” camera
4. The **ZOOM** button will zoom the camera in or out for the camera that you select (you must choose a site by pushing the **Far** or **Near** button first).
5. The **RED MICROPHONE** button is a mute control. Press it and you will mute the microphones on your site. For example, if you select **FAR** and then this **MICROPHONE** button, you will mute the far site.
6. The **CAMERA** button is your source selection button. After you press it, use the arrow buttons to navigate and choose the source you want to display on the projector/display for both sites. For example, use this if you switch between your live camera feed (you, the instructor are seen) and then to a PowerPoint presentation for the far site.
7. The **NAVIGATING BUTTONS** (arrows pointing away from the middle dot) let you scroll through menus. The middle dot is the **ENTER** button.
8. The **RED PHONE** button ends a call when you are all finished. (This will be explained more in the area of “How to Make a Connection.”)
9. The **GREEN PHONE** button makes a call to a far site. (This will be explained more in the area of “How to Make a Connection.”)
10. The **DIRECTORY** button will bring up the list of sites that you can make a call to with the system.