

Getting Started

EB 238Q2

Power

Main power should already be on, as well as the computer and DVD/VHS in the cabinet. If not, check that the main power button (located at very top of cabinet) switched on before hitting power buttons on other pieces of equipment.

Power outlets are located at the center of the group table as well as the walls of the room.

Host Computer & LCD screens

The host computer is located in the cabinet and is displayed on the wall-mounted LCD screens. Your group has a number of options when it comes to working with computers in this room. UABWiFi provides wireless connections.

Keyboards: There are two keyboards for the host computer, a hardwired one located in the cabinet and a wireless one with a wireless receiver sitting on the cabinet top. Both keyboards will work at the same time.

The wireless keyboard's mouse controls are the gray controls found on the right and left sides of the keyboard. The right-hand, circular button controls the mouse's movement; note this control is not very touch sensitive, so deliberate contact with the control is necessary to move the mouse on the display screen. The left-hand buttons control standard right and left click actions.

The hardwired keyboard's is a traditional keyboard with a corresponding blue-green mouse ball and right/left buttons. The keyboard's drawer will lock in place when pulled completely out; to push it back in, press the two metal catches on either side of the drawer's track.

Remote: The remote will control the power, volume, and input for both display screens. To control both screens at the same time, point the remote towards the center of the wall. To control a screen individually, you must point the remote deliberately at that particular screen, at a sharp angle or off to the side.

LCD screens: If the screens are off or on standby and not displaying anything, click the ON button of the remote. The screen volume and other settings can also be found on the remote.

The right screen will display the host computer and the right side of the room. The left screen will display VHS/DVD and the left side of the room. Note that for a laptop to be displayed on a LCD screen, that laptop will have to be connected through one of the room's table outlets via the provided cables. Cable outlets on the right side of table will get the right-hand screen, and the left side of the table will get the left-hand screen.

Selecting Media: Use the corresponding buttons on the remote to select the input for each screen. The right-hand screen will display the host computer and the right side of the room by default.

Logging on to the Host Computer

If you wish to use the host computer without TeamSpot®, log into the computer with your BlazerID and password. If your group will be using TeamSpot®, follow the directions below.

TeamSpot® and Your Laptop

TeamSpot® is a program that allows you to link a host computer, display screens, and laptops together for group interaction. It will allow your group to work in a parallel manner while you study or collaborate on a project. Your group will be able to see collective or individual laptop work being done on the LCD screen, and files can easily be shared between computers.

TeamSpot® software is already installed on the host computer, but you must download the software onto your laptop to use this program in the team rooms. You will only have to download the program once.

1. On the **host (in-room) computer**, you will log in with the following information, **not** your BlazerID and password. You must log into TeamSpot using the following user name, password and domain. Note this is case sensitive.

User: **teamspot**
Password: **ETSteamspot4u**
Log on to: **PROV-EB238Q2**

2. The desktop will come up on the display screen and TeamSpot will begin to load. When all items turn green, you're ready to go.
3. On your **laptop**, open Internet Explorer and connect to UABWiFi. For help with getting connect to the WiFi network, visit <http://www.uab.edu/it/question-answer/wireless-docs/>.
4. Type the room's IP address into the Address bar.

This room's IP address is: **138.26.16.36**

5. The Teamspot page will come up.
6. From there, located the "Download TeamSpot Software" link.
7. Click the orange Windows or Mac button and click "Run" to begin the download.
8. Go through the Install Wizard by clicking "Next." Click "Finish."
9. Close your browser. The TeamSpot icon will be on your desktop; click on it.
10. TeamSpot will start up and display the licensing agreement. Click "Accept" and "Continue."
11. To set up a new TeamSpot (you'll do this every time you go to a new room), click "New" and enter the same IP address you entered in step 4 and a name to identify your computer.
12. Authenticate using the code you see displayed. Click OK.

Remember to e-mail or save the final product on your own computer before you leave. Items are deleted from the host when you log out.