

How to Use the Kramer VIA Presentation Device

Explanation:

The Kramer VIA device is used to project your laptop's screen wirelessly to the **TV in the back of Training Room 104 (huddle space)**. The Kramer device is good for PowerPoint presentations or for discussing Word or Excel files.

Note: The Kramer device is not good for watching videos. If you would like to watch videos, you will need to plug your laptop into the HDMI wall port directly below the TV using an HDMI cable.

Instructions:

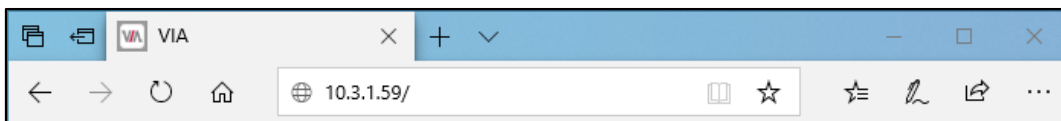
1. Turn on TV by pressing the power button on the remote on the right side of the TV. The remote is velcroed to the back on the TV.



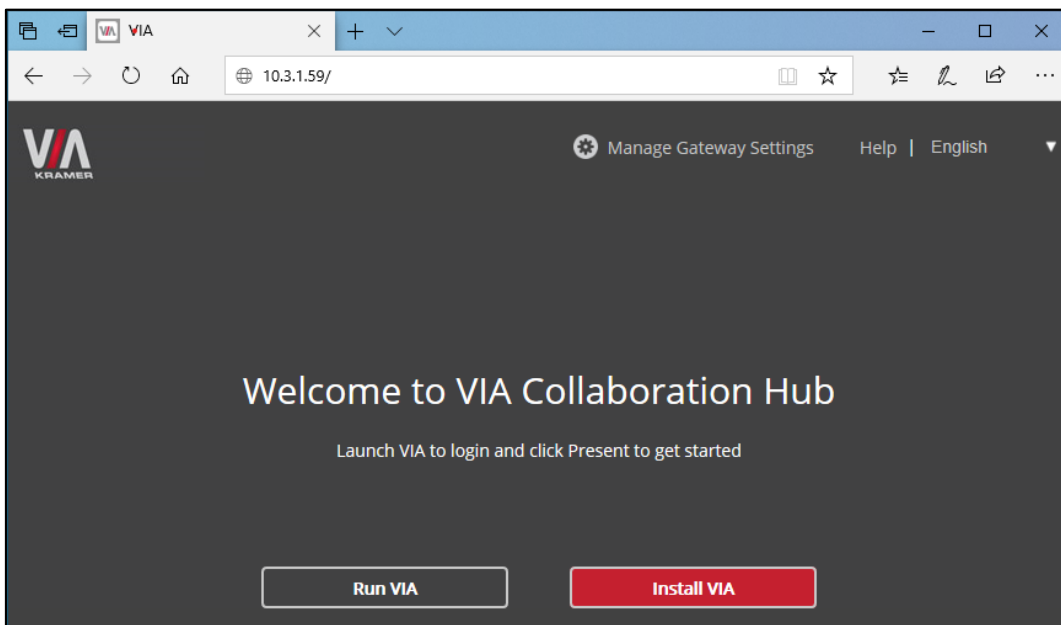
2. You will see the following screen.



Open a web browser and type in the IP address of the Kramer.

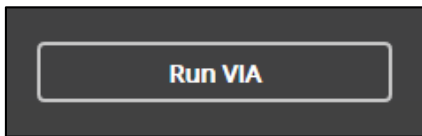


3. You will be brought to the below page.

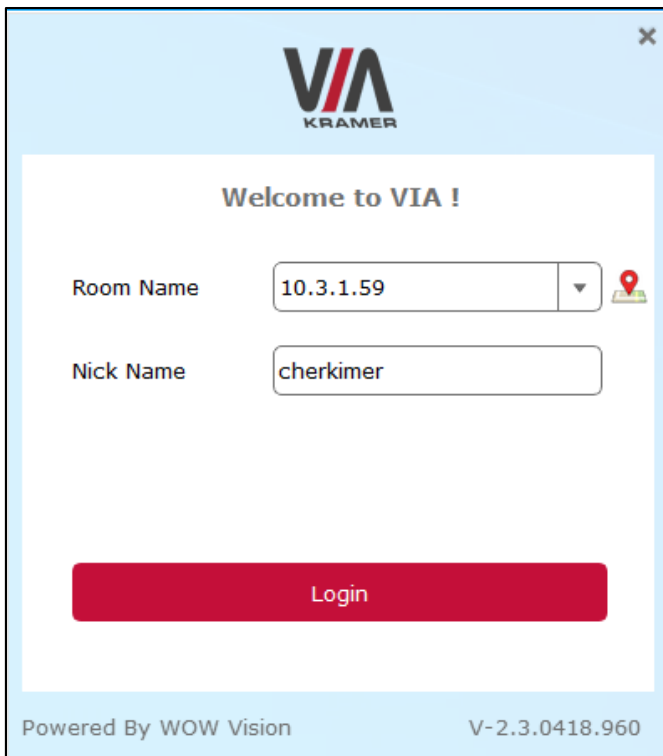




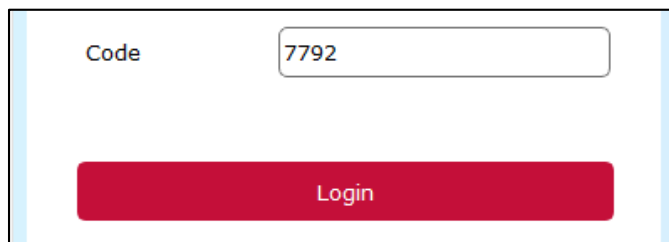
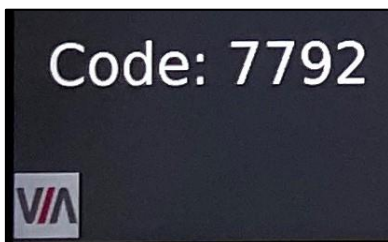
Click **Run VIA** to download and run a program called "VIAApp.exe".



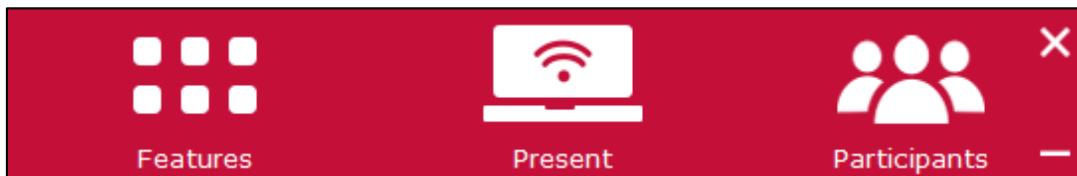
4. A window will pop up. The room name is displayed on the TV. Enter in the room name and your username, and then click **Login**.



5. Once you click login the first time, you will enter the code that is displayed on the TV in the bottom left corner of the screen. **The code may be different than the one in the picture below.** Then click **Login** a second time.



A toolbar will now display on the laptop.



In order to display your laptop to the TV screen, click **Present**.



When you are finished, select **Stop Presenting** from the toolbar



Turn the TV off when you are finished.