

Classroom Technology



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Classroom Support

New Faculty Technology Orientation
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Information Technology
MICHIGAN STATE UNIVERSITY

<https://spartanslearn.msu.edu/wbt/msuitpromo/>

Rooms for Engaged and Active Learning (REAL)

REAL classroom spaces are specifically designed to enable lively interaction, enhanced learning, and increased faculty and student engagement. Training required to request REAL room usage.

Rooms for Engaged and Active Learning (REAL)

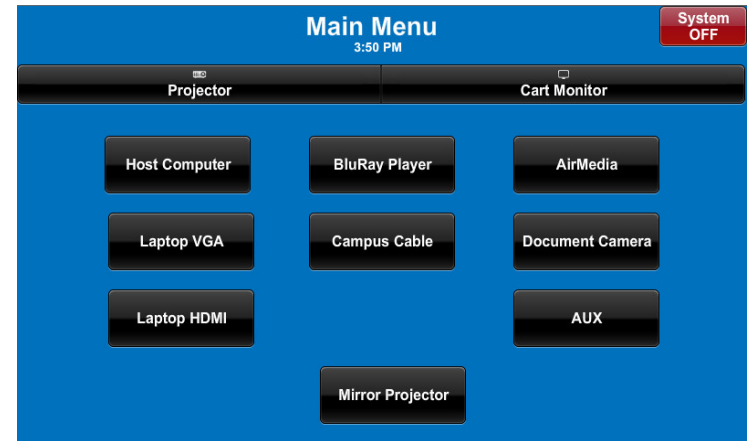


Cart vs. Podium



Crestron Touch Panel Control Rooms

- Touch screen which eliminates the need for multiple remote controls

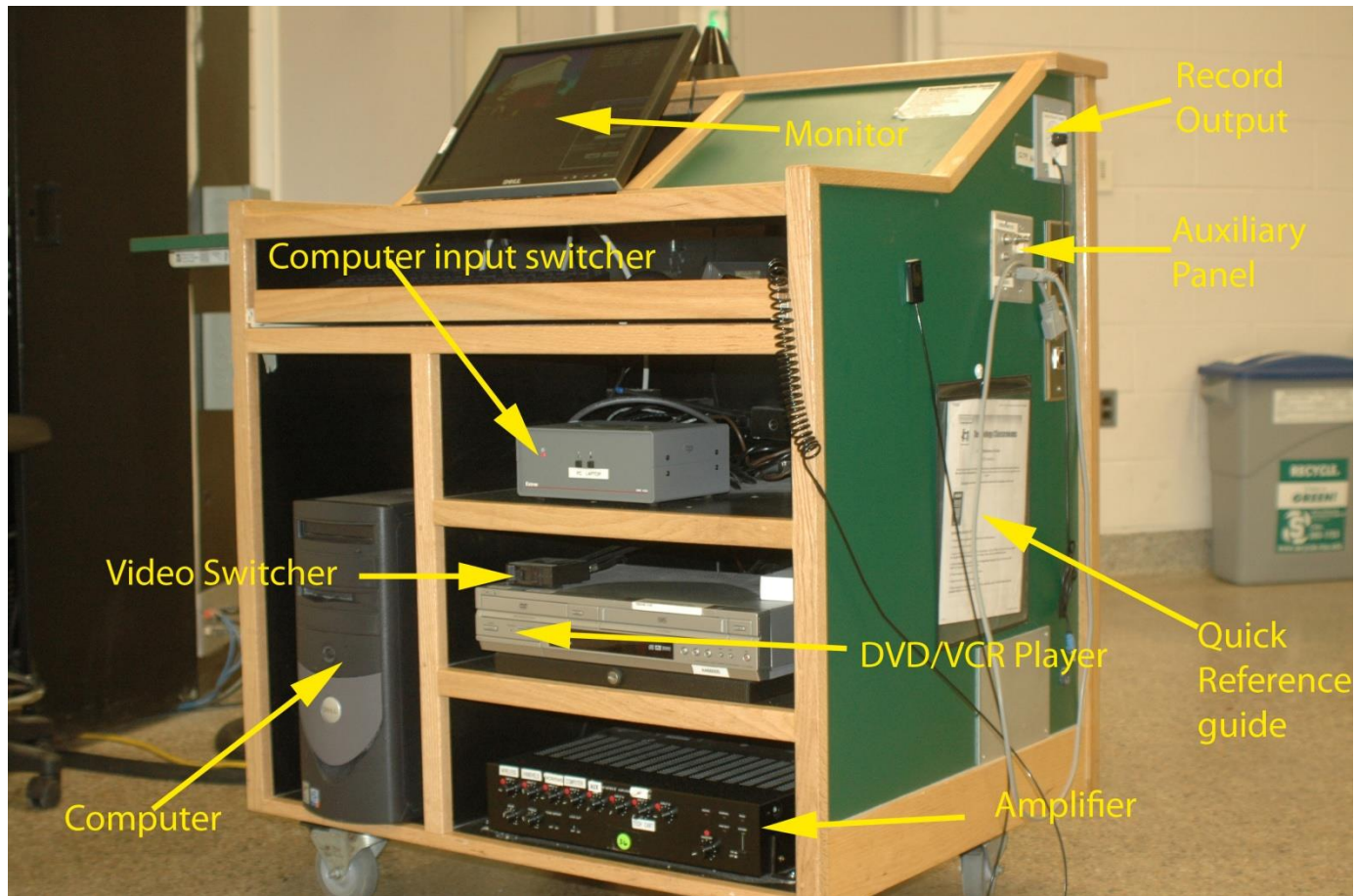


Technology Cart Rooms



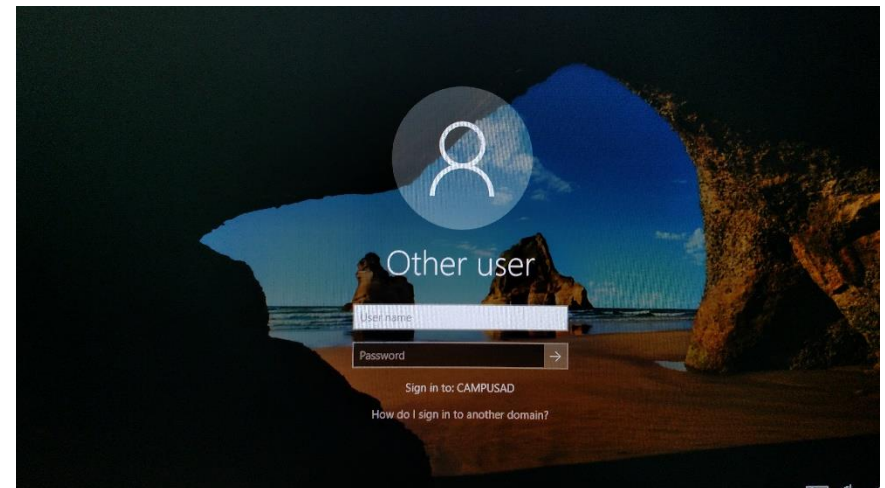
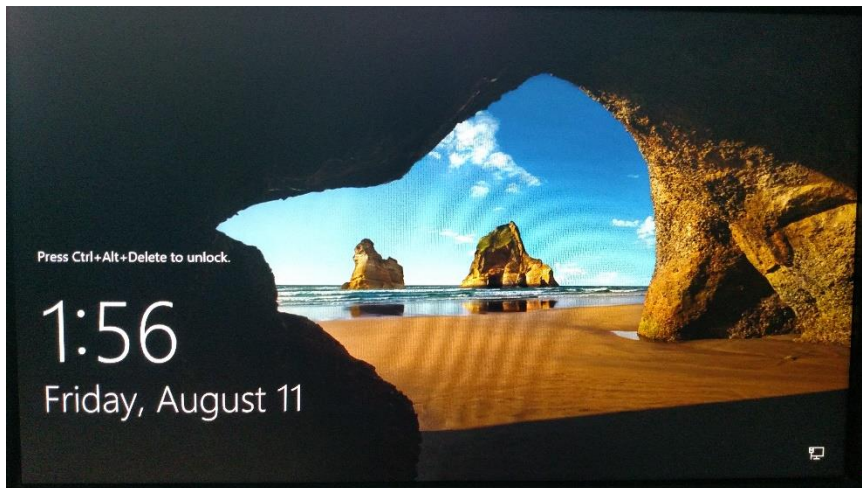
Older Model Technology Cart

- All equipment is located on the cart



Technology Cart

- Log in using MSU NetID and password
- Move mouse if login screen does not appear, reboot if needed



Technology Cart

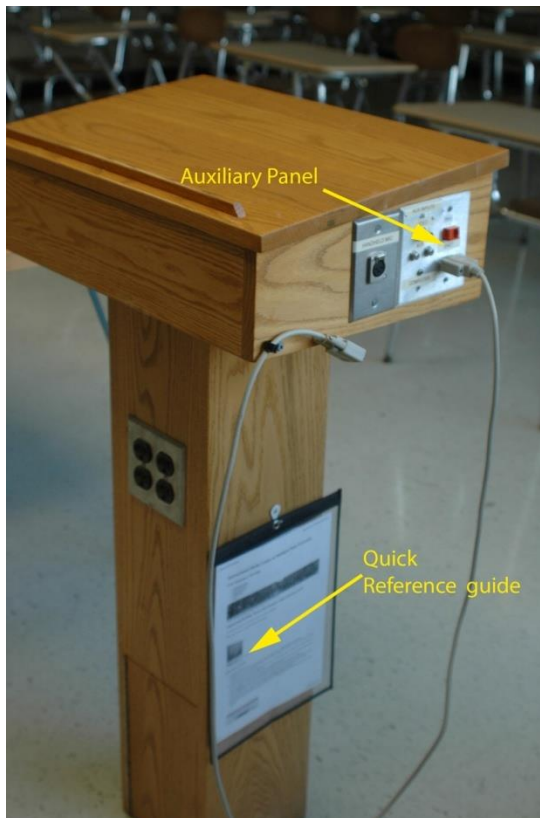
- Computer switcher
 - PC
 - Laptop



- Video Switcher

Podium Rooms

- **Requires** a laptop
- All equipment is located in wall cabinet
- Does **NOT** include Computer Switcher



Laptop Tips

Go to dhcp.msu.edu to register laptop

- You must register your computer to use it on the network at Michigan State University. You will not be able to register your computer unless you are presently connected to an active Ethernet or wireless connection on campus.

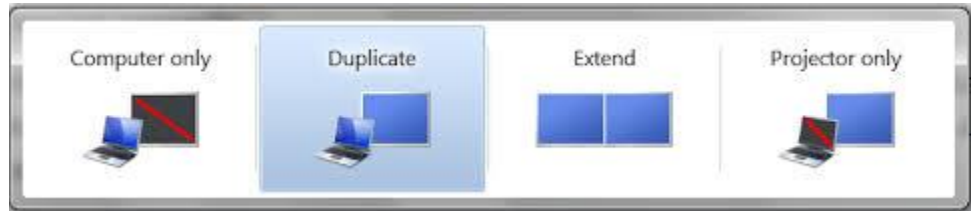
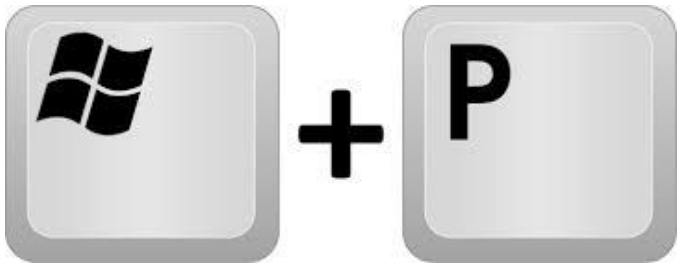
If you have registered your computer, and are still being directed to this page, your network access may have been suspended. To check, please login.

Laptop Tips

- MAC/Newer PCs - Require the use of an external video cable adapter (user supplied). Mirror image display is located under system preferences.



- "PC" - Use a set of function keys in order to activate the external video for viewing the image through a video/data projector. This specific set of keys will vary depending on the make/model of your laptop. Most Dell laptops use the FN+F8 key combination, or the Windows key+P



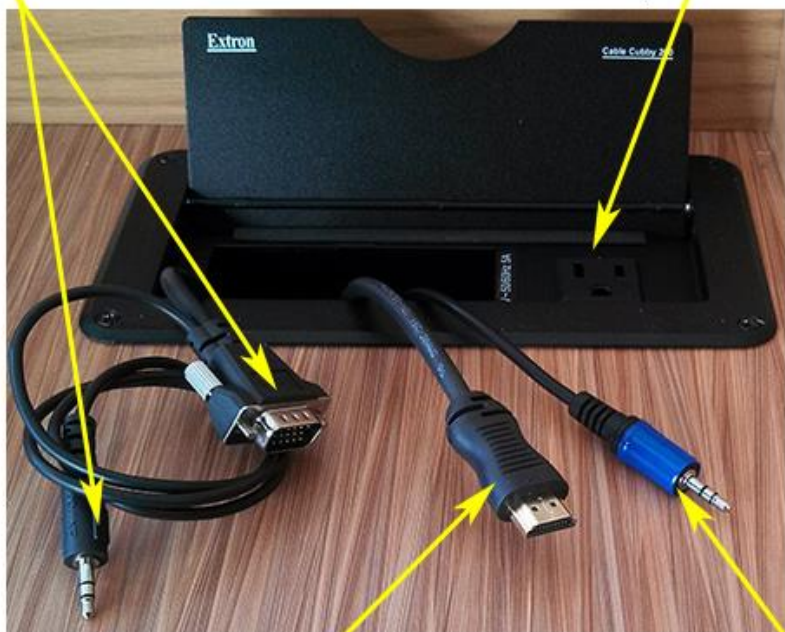
AirMedia – Present Wirelessly

Today, you want to "Bring Your Own Device" (BYOD) to meetings to present, collaborate, and share content wirelessly. With Crestron AirMedia® you can and it couldn't be easier.

Using AirMedia you can walk into any meeting space and wirelessly present PowerPoint®, Excel®, and Word documents, PDFs, photos, and screen shots from your personal iOS® or Android™ mobile device on the room display. Mac® and Windows® notebooks also connect seamlessly, making presentations and collaboration from almost any device incredibly fast and easy.

VGA with audio cable
(plug audio cable into laptop headphone jack)

AC power outlet



HDMI

Laptop record-output cable
(plug into laptop microphone jack)



Zoom



MICHIGAN STATE UNIVERSITY

Zoom - Cloud Web Conferencing

MSU Zoom

Login

[Download Zoom](#)

[MSU Zoom Basics](#)

[Common Questions](#)

Important Links

[Join a Meeting](#)

[Host a Meeting](#)

Need Help?

MSU Distance Learning Services:

- Local: [\(517\) 355-2345](tel:5173552345)
- Toll Free: [\(800\) 500-1554](tel:8005001554)
(North America and Hawaii)
- Web: [Zoom Contact Form](#)
[MSU Zoom Basics](#)

About Zoom

Zoom is a cloud-based platform for video and audio conferencing, mobile collaboration, and simple online meetings. Zoom's web-based conferencing uses high-quality video and audio and is accessible on MacOS, Windows, iOS and Android mobile devices. Additionally, Zoom can be used with conventional phone lines for audio conferencing. Finally, this online platform can also connect to existing Polycom, Tandberg, LifeSize, and similar devices.

Free access is available for MSU faculty, staff and students for the Basic Zoom service. Enhanced access is available by purchasing a license through the [MSU Computer Store](#).

How to get started with Zoom

Browse to <https://msu.zoom.us> to log in to Zoom service for MSU faculty, staff and students. Please click on the Login and use your MSU NetID/password.

Who should purchase a license and where?

Any MSU faculty or staff person who wants to host a meeting that will last longer than 40 minutes, or who anticipates having more than 25 participants will need to purchase a license. Purchasing a license for dedicated use with a conference room (physical location) is allowed.

Deeply discounted licenses are available through the [MSU Computer Store](#).

What are the licensing levels and when do they expire?

Full details about the features and limitations for each plan level are available at <http://zoom.us/pricing>. Note that the pricing reflected on that site does not reflect the MSU-specific pricing available. MSU Plan levels available are:

- **Basic** - FREE - 40 minute duration meeting; maximum 25 participants
- **Pro (Zoom Standard)*** - \$30 - unlimited duration for meetings; maximum 25 participants
- **Enterprise (Zoom Extended)*** - \$99 - unlimited duration for meetings; maximum 100 participants

*Licenses are renewable at the end of November of each year.

Where can I learn more about using Zoom?

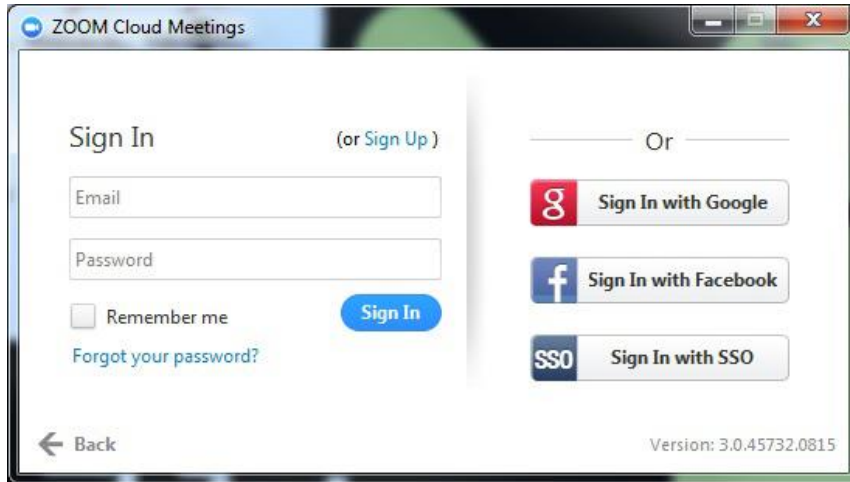
You may view the [Zoom support information](#) as well as [MSU Zoom Basics](#).

If you encounter log-in issues or need other technical support, Please use this [contact form](#), or contact the DLS help line at 355-2345 (local), or [800-500-1554](tel:8005001554), or send email to reachout@msu.edu.

System Status

msu.zoom.us

Zoom – Sign In with SSO



ZOOM Cloud Meetings

Sign In [\(or Sign Up\)](#)

Email

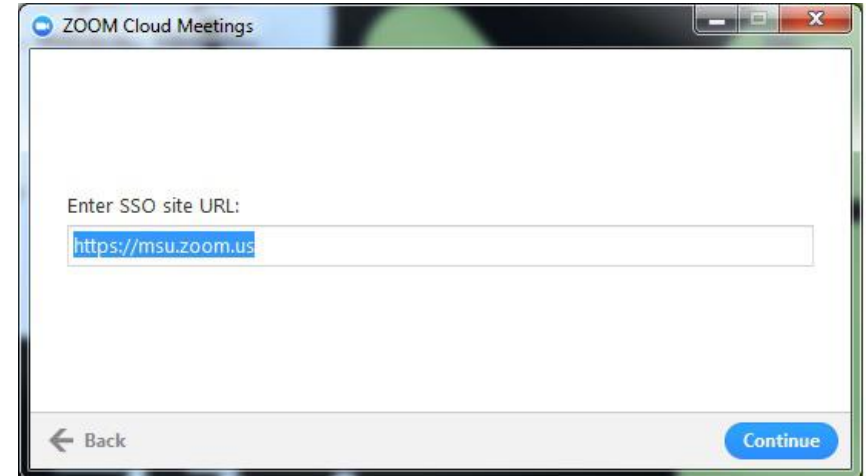
Password

Remember me

[Forgot your password?](#)

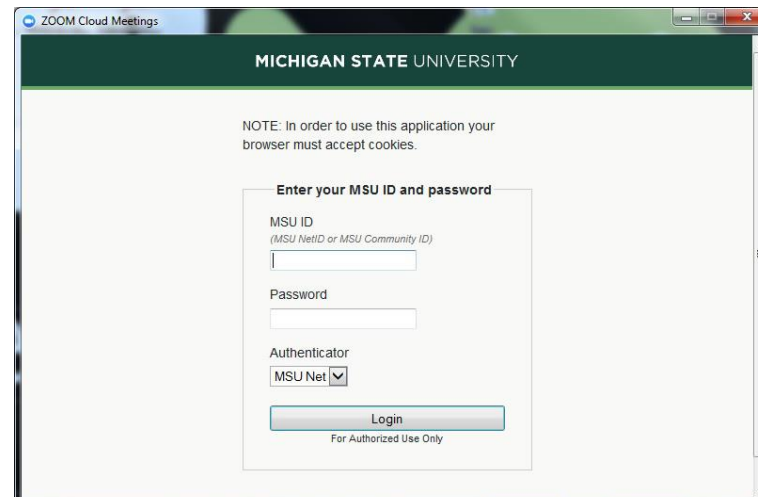
Or

Version: 3.0.45732.0815



ZOOM Cloud Meetings

Enter SSO site URL:



ZOOM Cloud Meetings

MICHIGAN STATE UNIVERSITY

NOTE: In order to use this application your browser must accept cookies.

Enter your MSU ID and password

MSU ID
(MSU IvetID or MSU Community ID)

Password

Authenticator

MSU Net

For Authorized Use Only

MediaSpace

MediaSpace is a cloud based web service developed by Kaltura which facilitates the conversion and distribution of various audio, video and image media formats. Faculty, staff and students may upload media content to the MediaSpace server which automatically converts and optimizes your media for hassle-free distribution on the web. Once on uploaded, MediaSpace will provide links and embed code that you can use to share your media with others. This service is offered to the MSU community at no cost.

Student Response Systems

Student Response Systems help promote student learning by transforming any classroom into an active learning environment. Students use registered clickers, software, or mobile apps to transmit answers to questions posted by instructors, which increases participation and engagement. Instructors who have adopted student response systems find them an integral part of their teaching portfolio.

MSU partners with **Top Hat** software and supports the **iClicker** system within select university classrooms to offer instructors tools to help with student engagement.

Vendor Demos – Monday, August 28th – Broad College of Business

Computer Labs



tech.msu.edu/computerlabs

Printers



MSU Print is a centrally managed print service that uses user-purchased credits to print to MSU printers in locations such as computer labs.

In addition, the service includes a Web Print service which allows printing from a personal computer or other device without requiring installation of a print driver.

print.msu.edu

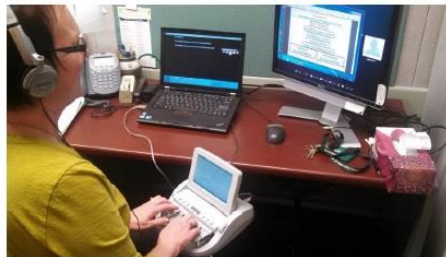
Accommodating Technologies



Real-Time Remote Transcribing

- Services available through Resource Center for Persons with Disabilities (RCPD)

Remote using Zoom



STUDENT

Bring laptop to class
Connect to MSUNet 2.0 or 3.0
Go to: <https://join.me/>

CAPTIONER

Log onto Zoom, join.me, and launch Total Eclipse
Get join.me code to student
Share screen with student – student should see Total Eclipse
(Depending on laptop make/model) While headphones are plugged in - Go to Tools>Options>Audio Settings>under Speakers, choose Headphones in drop box
Start the meeting
Mute microphone and disable webcam in Zoom

INSTRUCTOR - Using Laptop

1. Be sure Zoom is downloaded/updated to latest version prior to class
2. Connect to MSUNet 2.0 or 3.0, if Wi-Fi issues occur ethernet cable recommended
3. Plug attached cable (from dial on side of cart/podium) into the microphone jack, adjust dial level (between 2-5 is recommended)
4. If laptop only has one jack an USB sound card will be required to use both the headphone jack and microphone jack, available for purchase at MSU Computer Store
5. Click Zoom link sent by CART Provider or open Zoom and join by using the meeting ID
6. Test microphone signal under Zoom audio settings – choose Line-in or Generic USB (if using USB sound card)
7. Share screen
8. Use the chat option to communicate with CART Provider

**rcpd.msu.edu –
120 Bessey Hall**

Resources

- tech.msu.edu
- cio.msu.edu
- msu.zoom.us
- mediaspace.msu.edu
- help.d2l.msu.edu
- servicestatus.msu.edu
- print.msu.edu
- roomscheduling.msu.edu
- techstore.msu.edu
- spartan365.msu.edu

For Assistance



**CLASSROOM
SUPPORT**

For assistance, please call
432-6200

***press option #1**
<https://tech.msu.edu/support>