



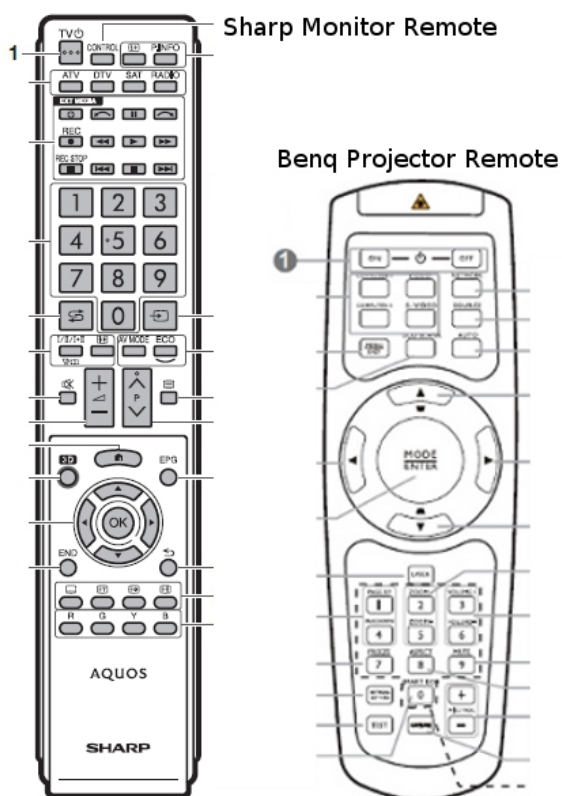
# Instructions for the Mission Room

**IMPORTANT:** To avoid issues it is best to start your Mission Room system up in the correct sequence:

## Plug in

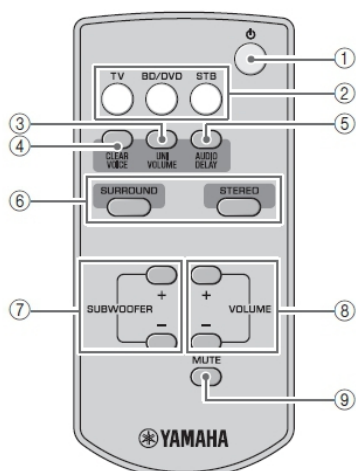
- Ensure the system is plugged into the wall power sockets and that any switches on the sockets are turned on.

## Turn on the Projectors and/or the 3 Monitors



- Use the power button on the 'Benq' or 'Sharp' remote controls provided to power up all of the Projectors or Monitors.
- Check that all power indicator lights have changed colour (usually from Red to Green or White in the case of the Monitors). This indicates that all the Projectors/Monitors are on and ready.

## Turn on the Soundbar



- Use the power button on the 'Yamaha' remote control provided to power up the Soundbar.
- Check that all power indicator light has changed colour (to Green). This indicates that the Soundbar is on and ready.

① **(Power):** Turns on the unit, or sets it to standby mode.



### Turn on the PC

- Press the power button on the PC to switch it on. (In the Cabinet the Power button is on top of the computer to the right hand side)
- You should hear the PC start up and windows boot up.

### Turn on the handset



- Press and hold the power button on the handset (Power button is on the edge of the handset).
- Unlock the handset – press on the image of the lock and swipe your finger from left to right.

### Start the Mission Handset software

- Press the "Mission Handset" icon in the centre of the desktop. The mission handset software will start-up and attempt to connect to the Mission Room PC.
- When it successfully connects you will be given two log in options: Guest and User.

### Log in as a User

- Press on the 'User' button on the log in screen. You will be presented with a list of users.
- Choose 'Admin' by clicking on the word.
- Click the 'log in' button at the bottom of the screen to log in, or click 'cancel' to return to the previous screen.
- Now press on the start button on the bottom of the screen

### Choose a Project

- Choose the project by clicking on the 'Project' word and navigate to the project you want to view.
- Alternatively you can navigate to your own content through clicking on the word 'File' which will give you access to the 'E' drive on the computer where you can locate individual media files.

## **You can control the PC by using your handset:**

**Open the Tools menu** (this is done by pressing on the image of the spanner in the top right hand corner of the handset.) The options available are:

### **Logout or Exit**

This will give you three options, 'Exit Project', 'Exit Session' and 'Logout'. These do as they say exit the current project you are in, exit the session you are in or logout of the handset completely.

### **Shutdown or Restart**

#### Shutdown Mission Pad

Choose this option if just your handset becomes unresponsive. This will shut down the Mission Room Software on the handset. You will have to start up the software again by clicking on the Mission Room icon on the handset.

#### Restart Mission Manager

Choose this option if your project or your handset becomes unresponsive. This will shut down and restart the Mission Room System on the PC. This process will stop and close your previous project so you will have to log in again and choose the project to restart.

#### Reboot PC

Choose this option if your project becomes unresponsive and restarting Mission Room above does not solve the problem. This is essentially a short cut to restarting the Mission Room PC from your handset rather than using the button on the PC itself. If this option does not work, we recommend restarting the whole system in the traditional way.

#### Shut-down PC

Choose this option when you have finished using Mission Room. This will shut down the PC and also exit the handset software.

Be aware you should turn off the handset manually to conserve battery power. The power button is on the bottom left of the handset, press and hold this button till the screen prompts you to click to shut down.

### **Shutdown or Restart**

This will give you three options, 'Mission Pad', 'Mission Control' and 'Mission Manager'. These options provide the version number, system ID, unlock codes and length of time till the systems' license expires.

### **Logs**

This option provides information for technical support if needed.

## **Shutting down the Mission Room**

**Do not just unplug or switch the power off at the wall!**

Use the Handset to shut-down the PC (see the instruction below).

Turn off the Handset.

Turn off the Projectors/Monitors/Sound-bars using the remote.

### **Shutting down the PC by using your handset:**

**Open the Tools menu** (this is done by pressing on the image of the spanner in the top right hand corner of the handset.)

Click on (press on):

#### **Shutdown or Restart**

Click on (press on):

#### **Shut-down PC**

This will shut down the PC and also exit the handset software.

#### **Turn off the handset**

Turn off manually to conserve battery power. The power button is on the bottom left of the handset, press and hold this button till the screen prompts you to click to shut down.

**Turn off the Projectors/Monitors/Sound-bars using the remote.**

If you have any issues with the running of the Mission Room please call:

• **0115 9516802**



missionroom.com