

## SEAS Auditoriums

Berger Auditorium  
Heilmeier Auditorium  
Wu and Chen Auditorium

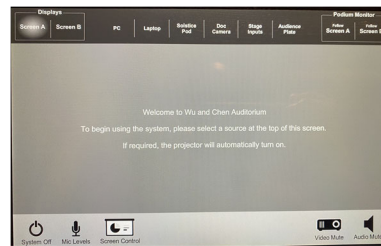
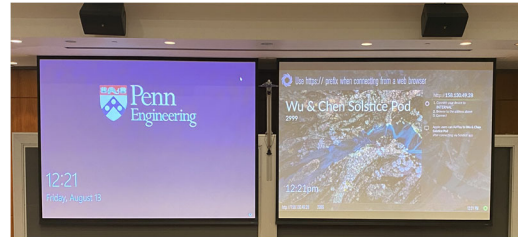
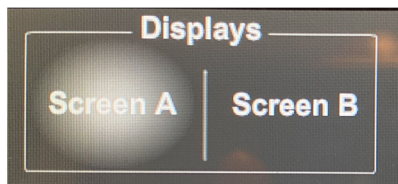
## Starting Up the System

To start up the system, please select one of the following sources on the Touch Panel:  
**PC, Laptop or Mersive Solstice.** The projector will turn on and the podium computer monitor will display the selected source. There are computer attachments available for laptop connection: **\* VGA, HDMI and AUX cables are provided \***

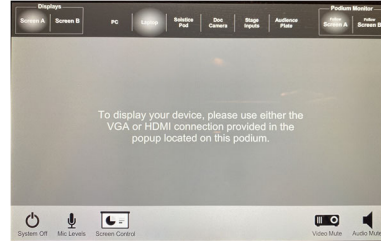
## Dual Projection Auditorium

The auditorium is equipped with dual projectors which have the capability to display two sources at the same time.

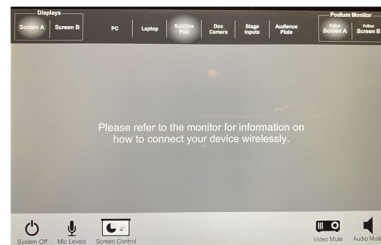
You have a choice of selecting **Screen A or B** to display content. To display different sources, you will have to designate the screen accordingly.



PC Menu



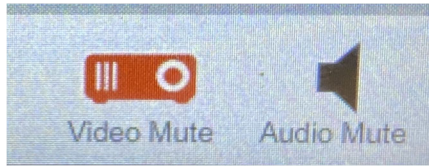
Laptop Menu



Mersive Solstice

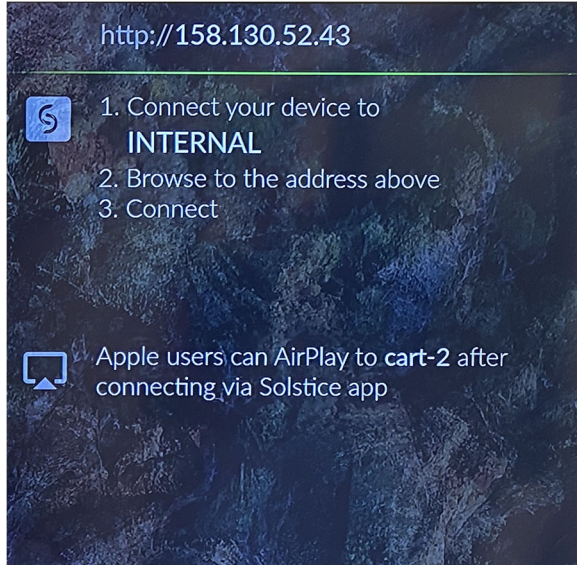
## Audio and Video Mute

On the bottom right of the touch panel, you will see two icons for the audio/video mute. When the icon turns **Red** the mute is on. Repeat this step to turn the mute function off.



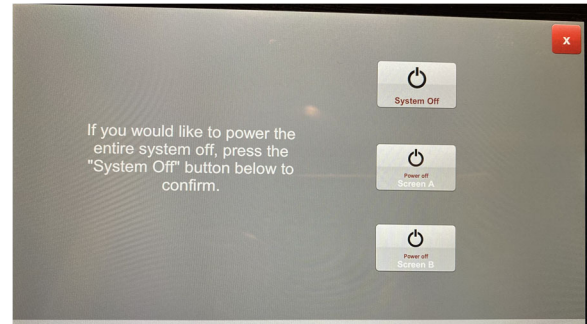
### Mersive Solstice Wireless Technology

The Mersive Solstice Wireless Technology allows the presenter to display content from a laptop, smart phone or tablet. \* The picture below will be an example on how to connect to the Solstice Wireless Technology. \*



### System Shutdown

On the lower left-hand side of the Crestron touch panel, you will see the **System Off** button. Doing this will shut down the projector and the Crestron touch panel will return to its default start-up menu.



These auditoriums have two methods available for lecture recording:

Zoom meetings: using a laptop or the podium computer, with scheduling through Canvas, and stored in Panopto. Please contact [cets@seas.upenn.edu](mailto:cets@seas.upenn.edu) if you need instructions for setting this up.

Panopto Remote Recorder: class recordings are scheduled through a request to [cets@seas.upenn.edu](mailto:cets@seas.upenn.edu).

This classroom is operated and supported by CETS staff. If you run into complications with the technology or any other equipment in this room, please call CETS (215)-898-4707 or email [cets@seas.upenn.edu](mailto:cets@seas.upenn.edu) for further assistance.

# Mixed-Mode Teaching Tips



## ACCESSIBILITY

Ensure ahead of time that tools and activities are accessible for all students



## COMMUNICATION

Let students know what to expect, and remember to over-communicate for far-end students



## RESOURCES

Consider apps or programs that can help your near- and far- end students connect



## COLLABORATION

Use Zoom breakout rooms or Microsoft Teams to facilitate safe and distanced group work



## REMEMBER FAR-END STUDENTS

It's easy to forget there are students attending virtually. Keep Zoom open on the front of your screen and the projector at all times while teaching as a reminder that those students are there. Use gallery view to keep them visible on-screen. Always repeat questions asked in-class so Zoom students can know what is being asked.

## SET ZOOM EXPECTATIONS

Remind Zoom students to remain muted until called on, use the "raise hand" option to be called on, use Chat for questions and comments, and encourage them to turn on their video to help the class feel like everybody is present.



## USE CANVAS AS THE COURSE HUB

It's important to establish Canvas as the primary hub for resources, handouts, and information-sharing. You can also create spaces for collaboration and discussion within Canvas for students to be able to connect with one another. Keeping course content on Canvas also improves accessibility and digital access.

## GET INTO A RHYTHM

When calling on students to answer questions, make it a habit to alternate calling on in-person and Zoom students. This will ensure your Zoom students feel like an authentic part of the class and remain engaged throughout the lesson. It will also help in-person students acknowledge their peers as a legitimate part of the class.

