Connecting to the TVs – Microsoft Computers

Office TVs

- Front Lobby TV
- Lombardi Roku TV
- Holmgren Roku TV
- McCarthy TV
- Collaboration Room (Basement) TV #1
- Collaboration Room (Basement) TV #2

Connecting computers for presentation is the main use for these TVs. Agents / presenters mostly. Or we can use them as welcome signs or closing signs for agents to show their clients.
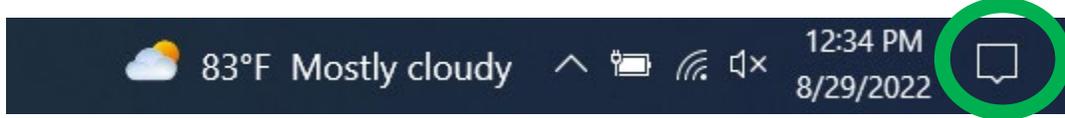
Front Lobby TV – Connecting Instructions – Marketing Computer Only

1. Check to make sure laptop is on **5HW WIFI**
2. On SW-LAP1 laptop, open **Air Parrot** Application
    a. This usually is slow and takes a few minutes to open
3. Open **Front Screen** Power Point Presentation located on Desktop
4. Create the slide you would like to present
5. On computer, lower right corner, select **^** sign
6. Select Air Parrot Icon
7. Wait a few moments for it to load. A pop up window should appear.
8. Select **Lobby** tv to connect to
9. A checkmark will appear to indicate you are connected.
10. If you check and it says connected but it isn't showing up on the tv, restart the computer and try again.
11. Go back to the presentation and click Slide Show

Lombardi/Holmgren Roku TVs – Connecting Instructions

1. WIFI Instructions (Windows)

    a. Check to make sure laptop is on **5HW WIFI**

    b. On computer, lower right screen, select **Message Icon** (last one to the right)

    c. Click **Connect** icon

    d. Select Lombardi TV or Holmgren TV that you want to connect to

2. HDMI Instructions (Mac or Windows)

1. Check to see what connecter ports there are on the laptop. We have a standard HDMI Cord connected to the TVs. Also, in marketing desk, we have other connecting ports if needed.
2. Turn on Computer
3. Turn on TV
4. Plug HDMI / other cord into computer
5. Change HDMI Input on Roku until you find the correct one

3. Apple Airplay Instructions (Mac)

    a. Check to make sure laptop is on **5HW WIFI**

    b. Select Airplay Icon at the top right screen

    c. Select TV

    d. Type in code if prompted

McCarthy TV – Connecting Instructions

1. Over HDMI

    a. Check to see what connecter ports there are on the laptop. We have a standard HDMI Cord connected to the TV. Also, in marketing desk, we have other connecting ports if needed.

    b. Turn on Computer

    c. Turn on TV

    d. Plug HDMI / other cord into computer

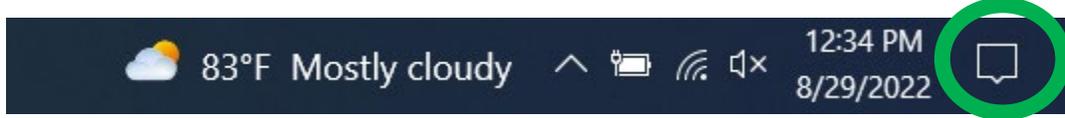   e. Change HDMI Input on Roku until you find the correct one

2. Apple Airplay Instructions (Mac)

    e. Check to make sure laptop is on **5HW WIFI**

    f. Select Airplay Icon at the top right screen

    g. Select TV

    h. Type in code if prompted

Collaboration Room TV – Connecting Instructions

1. **WIFI Instructions (Windows)**
   a. Check to make sure laptop is on **5HW WIFI**
   b. On computer, lower right screen, select **Message Icon** (last one to the right)

   c. Click **Connect** icon
   d. Select Lombardi TV or Holmgren TV that you want to connect to

2. **HDMI Instructions (Mac or Windows)**
   6. Check to see what connecter ports there are on the laptop. We have a standard HDMI Cord connected to the TVs. Also, in marketing desk, we have other connecting ports if needed.
   7. Turn on Computer
   8. Turn on TV
   9. Plug HDMI / other cord into computer
   10. Change HDMI Input on Roku until you find the correct one

3. **Apple Airplay Instructions (Mac)**
   a. Check to make sure laptop is on **5HW WIFI**
   b. Select Airplay Icon at the top right screen
   c. Select Collaboration Right TV or Collaboration Left TV
   d. Type in code if prompted

4. **Connecting via Amazon Prime**
   5. Connect computer to **5HW** wifi network
   6. Turn on TV's
   7. Change Input/Source to **HDMI1** with Samsung TV Remote
   8. Scroll all the way to the right and select **Settings** Icon with Amazon Fire Stick TV Remote
   9. Select **Display & Sounds**
   10. Select **Enable Display Mirroring**
   11. On Computer, in the lower right corner of the screen, select **Connect**