STI Podium Instructions

Upon entering the Strom Thurmond Institute Self Auditorium, light switches are on the back wall for the main stage and side lights for the audience.

Presenting information for stage podium

1. On the left wall, stage right, there is a panel that operates many of the features for the podium.
2. Select “Presentation power on” to initiate the display screen and the stage light will be on stage left. This will also turn on all microphones for the stage.
3. Sign in to the computer with your username and password. Press enter or click the arrow. This will then display your computer screen on the stage projection screen.
4. Lights for the auditorium can also be adjusted using the wall panel. You can select all on, all off, podium center, or a variety of presets that are preprogrammed into the system.
5. Volume can also be adjusted by selecting the volume icon. Each microphone is listed as well with a volume bar or you can adjust the room volume as a whole.

6. Instructions for Zoom are included on the laminated sheet of instructions on the podium.

7. Should you need technical assistance, please call CCIT at 6565-3494. Be sure to let them know your location and time of presentation.