

Access Grid - Handy Hints

- If there is bad echoing from a given source, Use the centre mouse button to click on that source in RAT and that should mute it. Click again to re-enable the sound. Might need trial and error to find the source. Alternatively you can left click and select "Audio" from the drop down list and click "Mute".
- When you are looking at one of the video service windows, there can, sometimes, be too many to see all the participants. This is especially noticeable if they are single column. If you press 1, 2, 3 or 4 the display will be set to that number of columns of video input. You can also click on "Menu" and select the appropriate number of columns under the "Tile" button.
- When viewing a video feed in VIC, you can type S,M,L for small medium or large to set the size of the image on the screen. Also Shift + S,M,L will give slightly different shaped windows to permit variations in tiling.
- When a video feed is being displayed, you can cycle through all your video feeds by pressing the spacebar when you have that window selected (in focus)
- If you need to run a PowerPoint presentation on a particular screen then you can do this by
 - Start PowerPoint and load your presentation
 - Click "SlideShow" and select "Set Up Show"
 - You will find a "Multiple Monitors" drop down menu
 - The rest is left up to the reader !
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