**WIRELESS PRESENTATIONS**

**A QUICK   
GUIDE**

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| USING THE APP  Open the app using your Mobile Phone  or  Browser: <https://control.arrb.com.au>  *Note: When logging in for the first time, enter your ARRB email address and password. Select “Keep me signed in”* |  |  |
| BOOKING A room  Select the “Book” button  Fill in the Booking screen as desired  *Note: Ensure “VC” is NOT selected under Preferences*  *Note: If you book the meeting room via Outlook (without) Skype the same process occurs* |  |  |
| starting the meeting  When you are ready to start your meeting, select “Start” from the touch panel  The TV screen will automatically switch to the Wireless Presentation screen  *Note: If you do not select “Start”, the room will cancel the booking after 15 minutes.* |  | |
| Sharing your laptop screen  From your laptop, open the “ShareLink” application  Select the name of the meeting room that you wish to share your screen with  Click ”Play” to share your screen |  | |
| accessing room controls for presentation  From the App:   * + Select “Spaces”   + Search for the desired room   + Select “Control” * Select “Presentation” |  | cid:b47b55e3-bb19-4f26-a5c0-7e087aec238f@ausprd01.prod.outlook.com |
|  | |
| ending the meeting  When your meeting is finished, select “End Meeting” |  | |