

Due to its layout, LT12 (North Building) is set up slightly differently for hybrid and virtual teaching than other LTs. Please contact hybridsupport@london.edu if you have a question about the room setup or want to book an induction, or call 7860 from the LT if you need immediate assistance.

Location of Zoom screens

For the speaker: There is not enough room for the usual Zoom screens displaying content (or speaker if no content is shared) and zoomie gallery for faculty in front of the teaching desk. Instead, there are two 86" screens on the rear wall (A and B).

Tip: If you can't see the individual zoomies very well on the screen in the back, you can decrease the number of people visible in the gallery from 49 to 25 via the Zoom controller iPad so the individual videos become larger.

For the audience: The room has a single main projector (C) which displays content/speaker along with two 86" screens (D and E) on either side of the stage displaying the gallery to students.



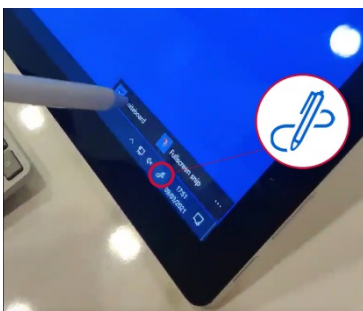
Stage and adjustable desk


The teaching desk is adjustable. It can be lowered to a sitting position or raised to a podium/standing position.

In addition to the speaker close-up showing the teaching desk, there is a pre-set camera option covering the whole stage. If you prefer to move around while lecturing, ask your facilitator to select the stage setting on the Zoom controller iPad.

Whiteboard options

There are no physical whiteboards. The teaching PC is a Surface Studio touch screen with a stylus pen which you can use to write on a blank document, like a PowerPoint presentation or Notepad file, or a virtual whiteboard via the [MS Whiteboard app](#).



To launch the Whiteboard app, tap on the pen icon  at the bottom right of the screen and select *Whiteboard*. Note that you need to be logged in with your Office365 account. If you plan to use whiteboards, it is advisable to book an induction with the AV team before your first teaching session.

[Learn more about how to use Microsoft Whiteboard](#)