

Please read this document
AFTER installing the
Teacher Edition application.

TEACHER EDITION LESSON CAPTURE SETUP GUIDE



Setup

The Teacher Edition software interacts with your computer's audio settings. There are many other programs and devices that also interact with your computer's audio settings. Please read and follow this guide after you install the Teacher Edition application to ensure that your computer's connections and settings are optimized for successful recording.

Using with a FrontRow Audio Receiver, connect the Receiver to Your Computer

1. Connect a 3.5mm cable to the Audio Out port on the FrontRow Receiver and connect the other end to the line-in or mic-in input on your computer.

NOTE: If using a FrontRow Juno Receiver, be sure the Tower is connected to your computer via the supplied USB cable.

2. Follow these guidelines to set the Audio Out volume for your FrontRow receiver

Juno

Set to: 4 - 6 (knob is located on the left side of the tower)

Pro Digital

Set to: midpoint (knob is located on the back of the receiver)

CM3000 and CA1000

There is not a separate audio output volume adjustment. The audio output level is determined by the audio level heard through the speakers.

Set the microphone level in the classroom so that voice and any other media audio you want to be recorded is clearly audible through the room's speakers.

Smart Receiver

There is not a separate audio output volume adjustment. Any adjustment to the recording level is done through the microphone level adjustments in the Teacher Edition software.

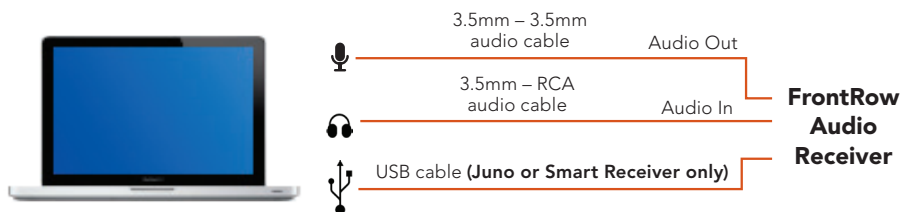
NOTE: If using Teacher Edition with a CM3000 ezRoom installed BEFORE August 2014, ensure that your CM3000 audio amplifier is configured properly for unbalanced output for use with the Teacher Edition Lesson Capture software. See the CM3000 installation guide for configuration instructions.

3. Connect the 3.5mm to RCA cable to the headset or line out on the computer to one of the RCA audio inputs on the side of the Juno Tower.

NOTE: For best audio quality, we recommend using high-quality audio cables.

NOTE: If your computer does not have separate microphone and headset jacks, you will need a headset/microphone splitter available from FrontRow or a USB sound adapter with microphone input and speaker output jacks available from many on-line electronics resellers. On some MacBook Pros, the single audio jack acts only as a headset jack. In these cases, a USB sound adapter will be necessary.

NOTE: If you are also using a Juno, Pro Digital, CM3000 or CA1000 FrontRow receiver to rebroadcast via a personal FM transmitter, you will need a splitter cable. The Smart Receiver has a dedicated line out for Lesson Capture. This cable is available from FrontRow. Call your FrontRow reseller for information.



NOTE: Some FrontRow systems require special audio connections for the audio out from the receiver. If you have a Pro Digital or an ezRoom system, follow the directions below.

Pro Digital

Connect the Mono RCA adapter included with your shipment to the audio out jack on the back of the receiver. Then connect the dual RCA cable included in your shipment between your computer and the adapter. If you purchased the software separately from your Pro Digital purchase, contact FrontRow or your FrontRow reseller for the adapter.

ezRoom

Connect the 3.5mm cable to the wall plate labeled Audio Out. For wall plate installation instructions, see the ezRoom AV Wall Plate Installer Guide

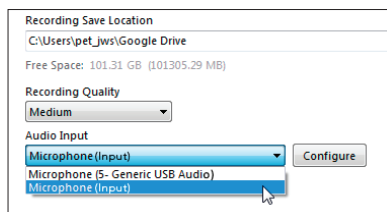
CA1000 based ezRoom

Because the line output / headphone output signal on the CA1000 is higher than the typical microphone level input found on many computers, the audio quality of recordings may be degraded when the CA1000 output is reduced to a manageable level. To improve the audio quality, it is recommended that a USB audio interface that supports line level inputs be used to connect the audio between the amplifier and the computer. For more information visit gofrontrow.com.

If using with a USB or other microphone connected directly to the computer, connect the microphone to the USB port or audio input on the computer.

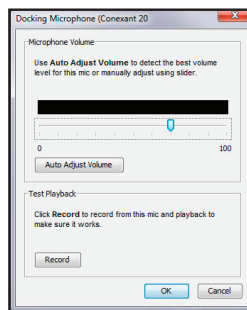
Microphone Input Selection

1. Open the Teacher Edition application.
2. Under the Tools menu, click Options.
3. Click the Audio Input Dropdown.
4. Select the microphone input you are using



Set the Microphone Level

1. Open the Teacher Edition application.
2. Under the Tools menu, click Options.
2. Click the Configure button.
3. Use the Auto Adjust Volume feature to have the FrontRow Desktop automatically set the optimal microphone the volume level for you, or set it manually by moving the slider.



Auto Adjust Volume

1. Put the pendant microphone around your neck.
2. Click the Auto Adjust Volume button.
3. Speak naturally into the microphone until you see the message that the volume has been optimized.
4. Test by clicking the Record button.
5. Speak into the microphone for a few seconds.
6. Click the Play button.
7. If the output is low, move the slider up manually and re-test.

Other Software

By default, many programs such as Skype™ or other programs that use your computer's microphone settings may take exclusive control over audio settings on your computer. It is important that you change their settings or close the applications so that they are not allowed to take exclusive control over audio settings on your computer.

For example, to change the settings in Skype™:

Windows - under Tools>>Options>>Audio Settings, make sure the check box next to "Automatically adjust microphone settings" is not checked.

Other Hardware

Many driver packages for audio devices such as Bluetooth headsets include software that is designed to make managing your audio simpler. Sometimes these programs try to take over the way your audio devices are managed in your operating system. Check the settings in that software. If there are any settings related to the way microphones other audio are handled, adjust or disable those settings so that they are not controlled by the software.

TIP: The most common reason that Juno users have trouble recording (for example, no audio is recorded) is that an application they've installed for another audio device (e.g., a Bluetooth headset) has hijacked the computer's audio resources. If you suspect that a particular software application is the root of the trouble and you cannot adjust settings as shown above to resolve issues, uninstall it and then test recording. If you determine that the problem is related to this software, check with your audio device manufacturer and see if they offer a "driver-only" option for updating drivers.

For more help and troubleshooting tips, please see the Teacher Edition software user guide. Available at www.gfrontrow.com.