

MODIFIED NUFLEX CARTS QUICK GUIDE

Modified NUFlex Carts provide learning flexibility for instructors and support conferencing technology such as Microsoft Teams and Zoom. Rooms equipped with Modified NUFlex Carts are controlled through TV remotes in the classroom. Content can be shared to screens within the classroom through HDMI connections. Wireless sharing between devices and screens is not supported in these classrooms.

The below instructions will help instructors digitally lead flexible courses from the classroom. Find more information at **classroom.northeastern.edu**.

1. Ensure that the wireless keyboard and mouse (switch underside) are turned on
2. Plug in HDMI cable to your device
3. Use the TV remote control to change the input to HDMI 2
Note: Input can also be changed through control on the bottom center of the front underside of the TV.
4. After you are done teaching, change the TV back to HDMI 1

Optional

- If the class would benefit from additional camera angles or if instructors need to share content, a secondary device, such as a laptop, iPad, or Surface can be used.
 1. Join the Microsoft Teams or Zoom session on the device (e.g. Laptop, iPad).
 2. Choose to not connect audio.
 3. Share the screen using Microsoft Teams or Zoom. The screen's content will then be shared to the classroom system and remote participants.
- For detailed instructions on how to share your screen or join Microsoft Teams or Zoom meetings on different types of devices, scan the QR Codes below:

Microsoft Teams



Zoom



NEED SUPPORT?

Email **classroomITsupport@northeastern.edu** Monday through Friday, 6 a.m. to 9 p.m. ET; Saturday, 8 a.m. to 6 p.m. ET; and Sunday, 1 p.m. to 5 p.m. ET for immediate dispatch. Include the building name and classroom number in the email's subject line.

Additional technology support is available 24/7 through the Service Desk by contacting 617.373.HELP[4357] or **help@northeastern.edu**, or by visiting the Tech Service Portal at **service.northeastern.edu/tech**.