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Prysm Go

① Getting Started

Sign in for full experience

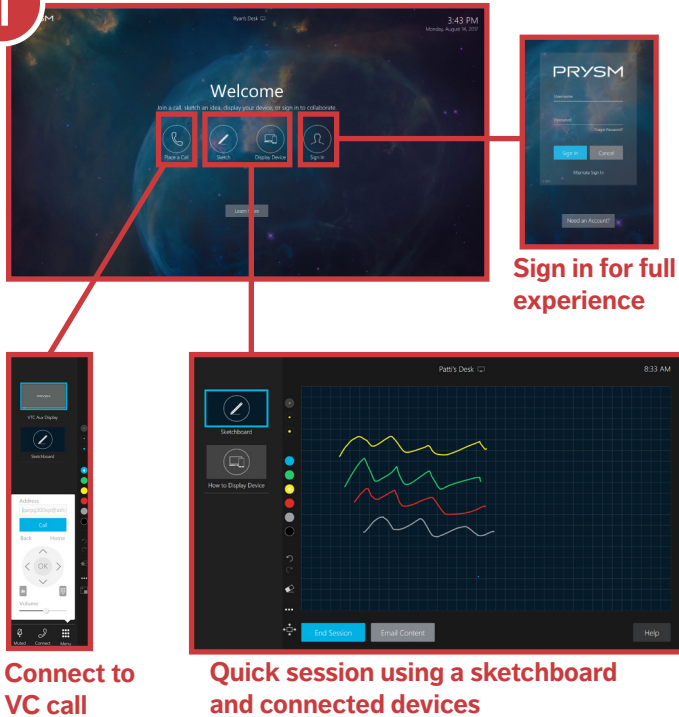**Connect to VC call**

Quick session using a sketchboard and connected devices

① Get started quickly by selecting either **Sketch** or **Connect Device** to create a sketch or share content from a connected device. Share sketches and device screenshots via email during your session.
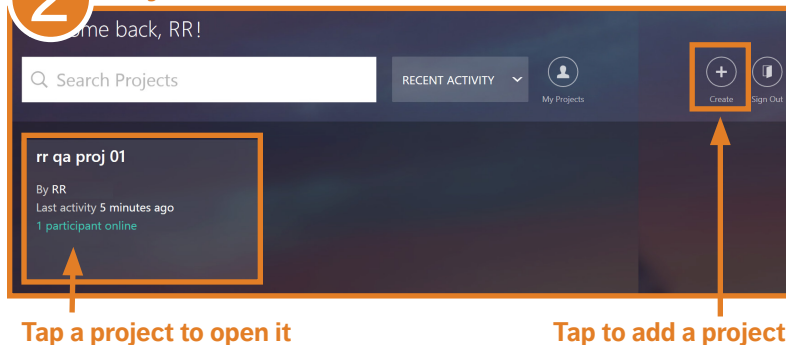
Select **Place a Call** to start a video conference, or select **Join** to join a scheduled Skype for Business meeting (not shown).

Note: Video conference or Skype for Business options require configuration. See your IT administrator for information.

For a full collaboration experience, **Sign In** using your network credentials or your Prysm for rooms username and password.

Access Projects and Workspaces

② Project List

Welcome back, RR!

Tap a project to open it

Tap to add a project

Tap to add or change workspaces

Workspace List

Tap to add a workspace

Tap to switch workspaces

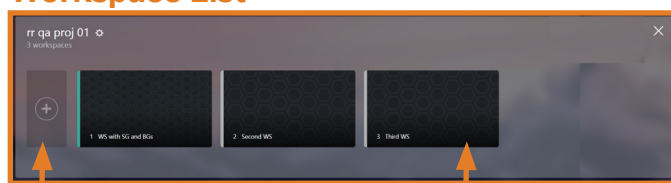**②** Tap **Create** or select the project you need. The project opens to the first workspace.

Tap **+** next to the workspace list to add a workspace, or select a workspace from the list.

A **Project** contains assets including documents, videos, pictures, and notes.

A **Workspace** is the display and collaboration space for a project. In workspaces, assets are arranged for collaboration. Each project contains one or more workspaces.

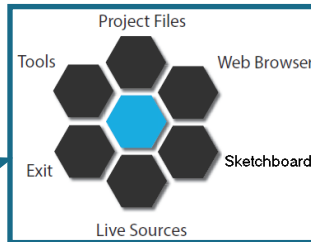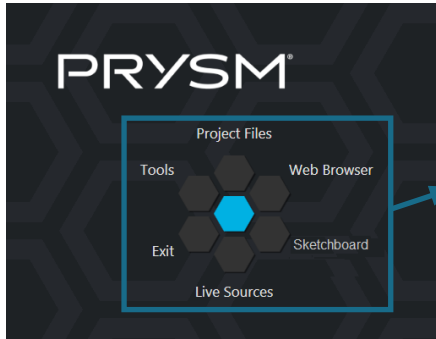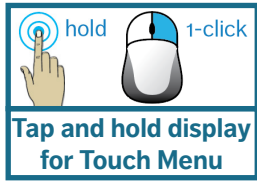In a project, tap the chevron to open the workspace tray. Add or select a workspace from the tray.

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Use the Touch Menu

③ hold · 1-click

Tap and hold display for Touch Menu

③ Interact using the **Touch Menu** to add assets including files, live sources, sketchboards, or web browsers to the workspace.
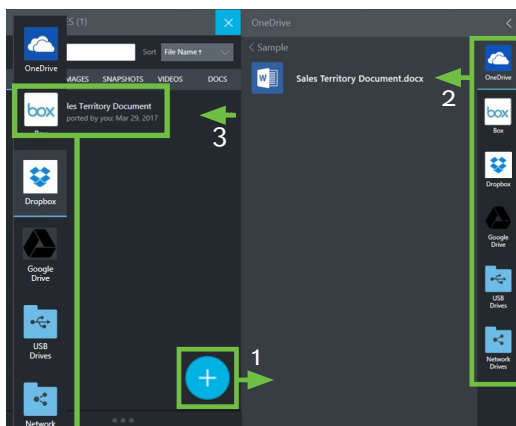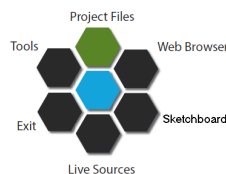
To launch the **Touch Menu**:
- Tap and hold anywhere on the display.
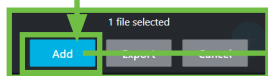- Right-click a connected mouse.

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Project Files
Tools
Web Browser
Exit
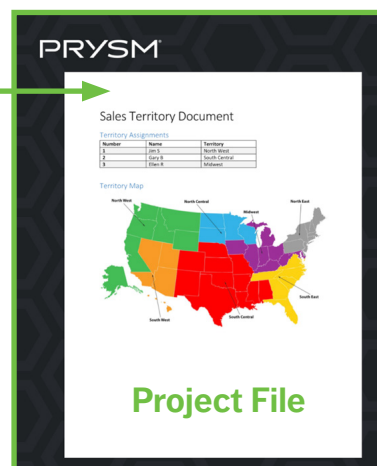Sketchboard
Live Sources

Project Files
Tools
Web Browser
Exit
Sketchboard
Live Sources

Add Project Files

④ Add Project Files

Project Files
Tools
Web Browser
Exit
Sketchboard
Live Sources

④ Project Files are the documents, videos, presentations, and so on, that you have saved in your project.

From the **Touch Menu**, select **Project Files.**

Click ⊕ to display files from local and online file repositories. **Import** files to the project and **Add** files to the workspace for onscreen collaboration.

You can also add files to a project from your computer using Prysm for web (app.prysm.com).

OneDrive

OneDrive
< Sample

IMAGES SNAPSHOTS VIDEOS DOCS

Sort File Name ↑

Sales Territory Document.docx **2**

box les Territory Document
ported by you: Mar 29, 2017 **3**

OneDrive
Box
Dropbox
Google Drive
USB Drives
Network Drives

Local and online file repositories for your network

Dropbox

Google Drive

USB Drives

Network

⊕ **1**

1 file selected

Add Export Cancel

Select file and tap Add

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Sales Territory Document

Territory Assignments

Number	Name	Territory
1	Jim S	North West
2	Gary B	South Central
3	Ellen R	Midwest

Territory Map

Project File

File added to workspace

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Connect and Share Devices

⑤ Connect Devices

Wireless - Connect using the same wireless network as the Prysm display

Wired - Connect using the HDMI cable for the Prysm display

Device List

Wireless devices

Wired devices
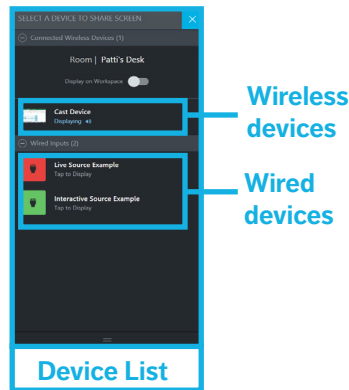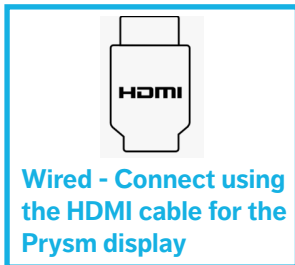
⑤ To connect your device:

- Wireless - Connect to the same wireless network as the Prysm display. Then connect your device using **AirPlay** or **Google Cast.** Then display from the **Device List.**

- Wired - Connect your device using an HDMI cable. From the **Touch Menu**, select **Live Source > Device List** and select your device.
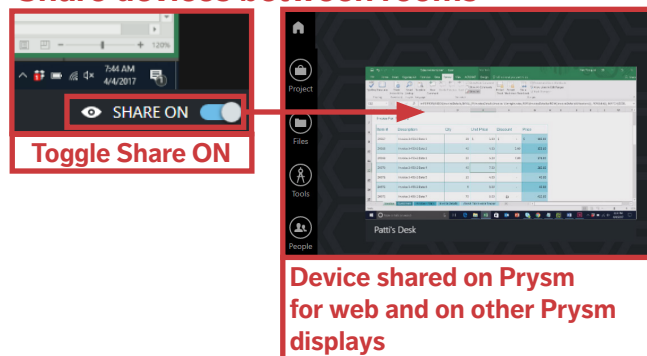
⑥ Share Devices In-Room

Device List

Device shared on in-room display
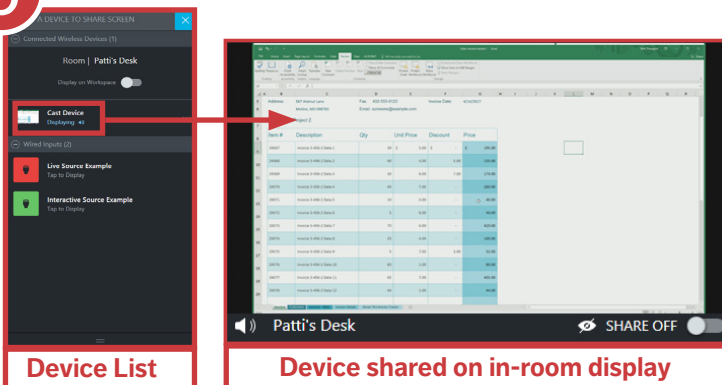
⑥ From the **Device List**, select your device to share content on the Prysm display in your current conference room.

To share content from your device to Prysm displays in other locations and on Prysm for web, toggle **Share ON.**
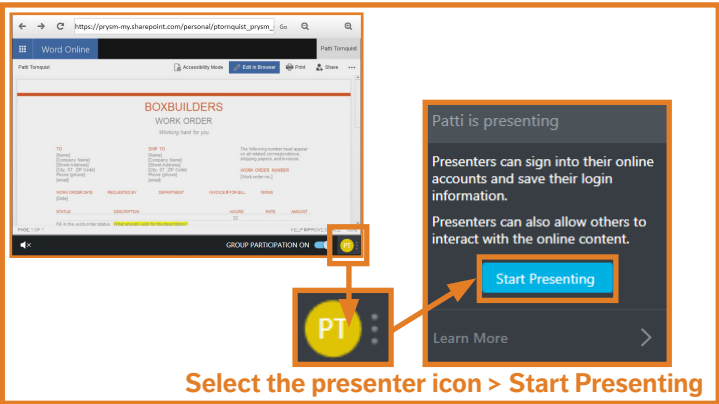
Share devices between rooms

Toggle Share ON

Device shared on Prysm for web and on other Prysm displays

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Collaborate using Web Browsers

7 **Collaborate with Presenter**

Enter URL

Web page is displayed to all participants

GROUP PARTICIPATION ON PT

Turn ON Group Participation so all participants can collaborate on that website

Change Presenters

Patti is presenting

Presenters can sign into their online accounts and save their login information.

Presenters can also allow others to interact with the online content.

Start Presenting

Learn More

Select the presenter icon > Start Presenting

7 For browser collaboration, from the **Touch Menu**, select **Web Browser** > **Co-browser**.
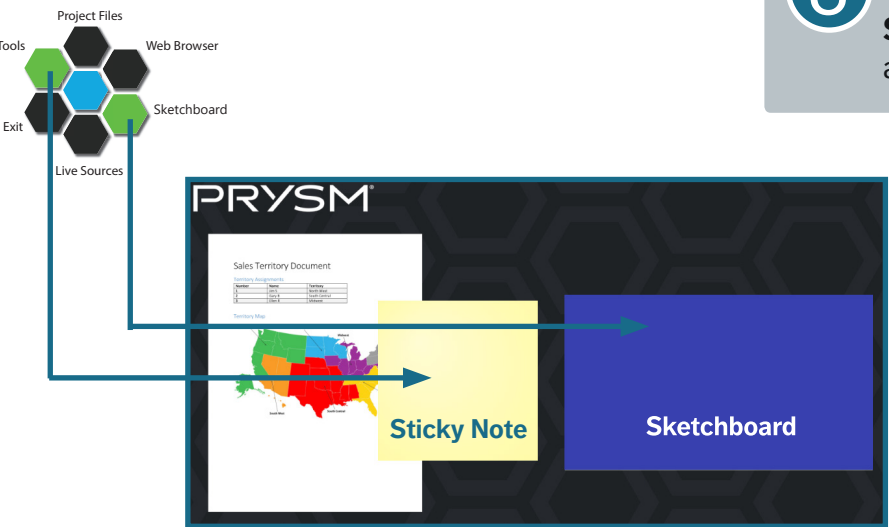
Enter the website URL.

Toggle Group Participation **ON** to allow all users to interact with this website.

To take over presenting, select the presenter icon > **Start Presenting**. Sign in using your own credentials.

Note: Audio is muted by default in a Co-browser. To browse with audio or without website interaction, click ◀× at the lower-left corner of the Co-browser to launch a Standard Browser that supports audio.
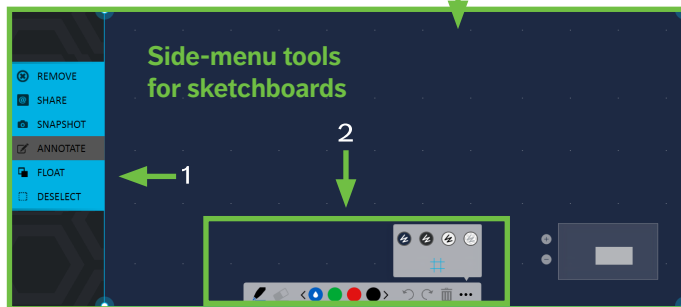
8 **Add Sketchboards and Sticky Notes**

Tools
Project Files
Web Browser
Sketchboard
Exit
Live Sources

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Sales Territory Document

Sticky Note

Sketchboard

8 From the **Touch Menu**, select **Tools** > **Sticky Notes** or **Sketchboard** to add notes or a sketchboard to the workspace.

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Select and Move Assets

⑨ Select Assets

1-click

Tap or click asset to Select. Side-menu tools are displayed.

Side-menu tools for sketchboards

- ⊗ REMOVE
- 🖵 SHARE
- 📷 SNAPSHOT
- ☑ ANNOTATE
- ⬆ FLOAT ← 1
- ☐ DESELECT

2

Side-menu tools for sticky notes

- ⊗ REMOVE
- 🖵 SHARE
- 📷 SNAPSHOT
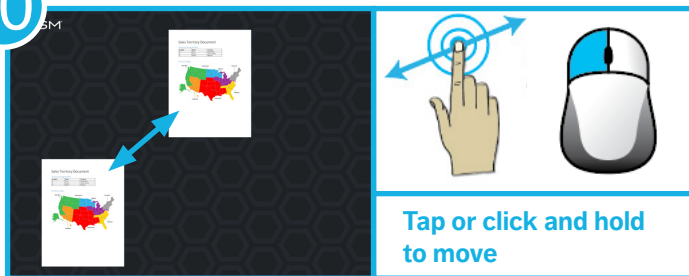- A TYPING ON ← 1
- ☑ ANNOTATE

2

⑨ Tap or click assets to Select them.

When selected, side-menu tools, based on the asset type, are shown.

For example, select **Annotate** to use annotation tools for markups. Annotation tools include pen thicknesses and colors.

On a sticky note, select **Typing On** to display an on-screen keyboard for typing notes.
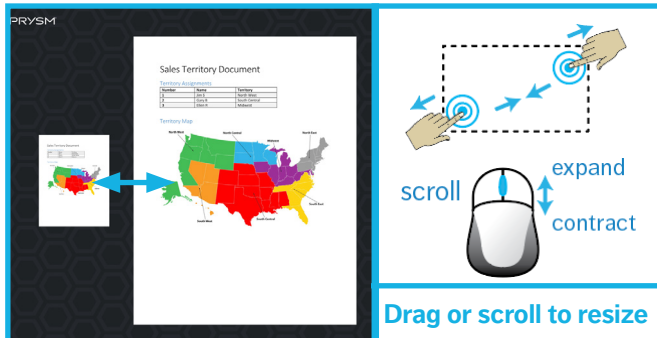
⑩ Move

Tap or click and hold to move
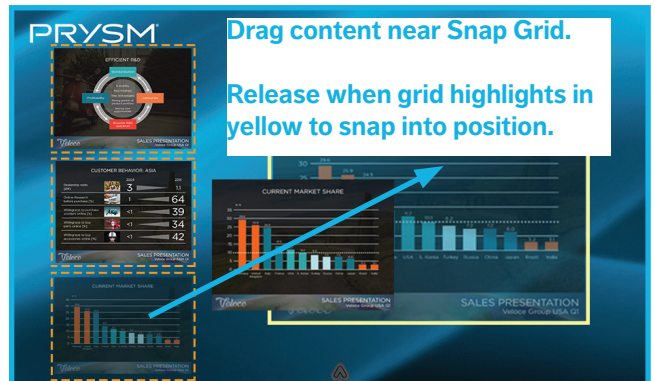
⑩ Tap or click display background to **Deselect**.

The side-menu tools are off and you can move and resize assets.

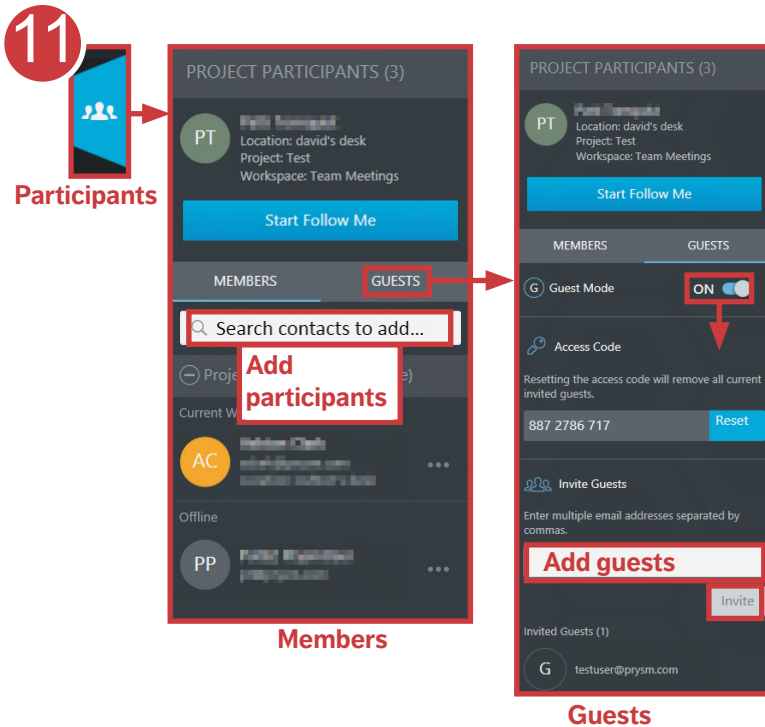Snap Grids highlight in yellow when content is dragged near them.

Resize

scroll

expand

contract

Drag or scroll to resize

Position

Drag content near Snap Grid.

Release when grid highlights in yellow to snap into position.

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Manage Participants

Participants

Members

Guests

(11) Participants are the Members and Guests with access to your project.

Click **Participants** to expand the **Project Participants** list.

In the **Members** section, search contacts by email and **Add** them to the project.

In the **Guests** section, turn Guest Mode **ON** to invite users without Prysm credentials to participate in a hosted session. People with credentials are invited as participants, and people without credentials are invited as guests.

Start **Follow Me** to lead the project and bring all participants into the same workspace so everyone sees the same content.

Voice and Video Calling

(12) Start Meeting
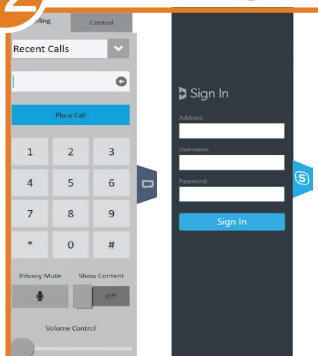
Start a meeting by signing in to the video conference dialpad or Skype for Business

Start Broadcast

Broadcast Zone on Prysm Display

Broadcast Shared with Participants

(12) Start a meeting by signing in to the video conference dialpad or Skype for Business.

Select the **Broadcast** button from the left side menu to share part of the Workspace with participants.