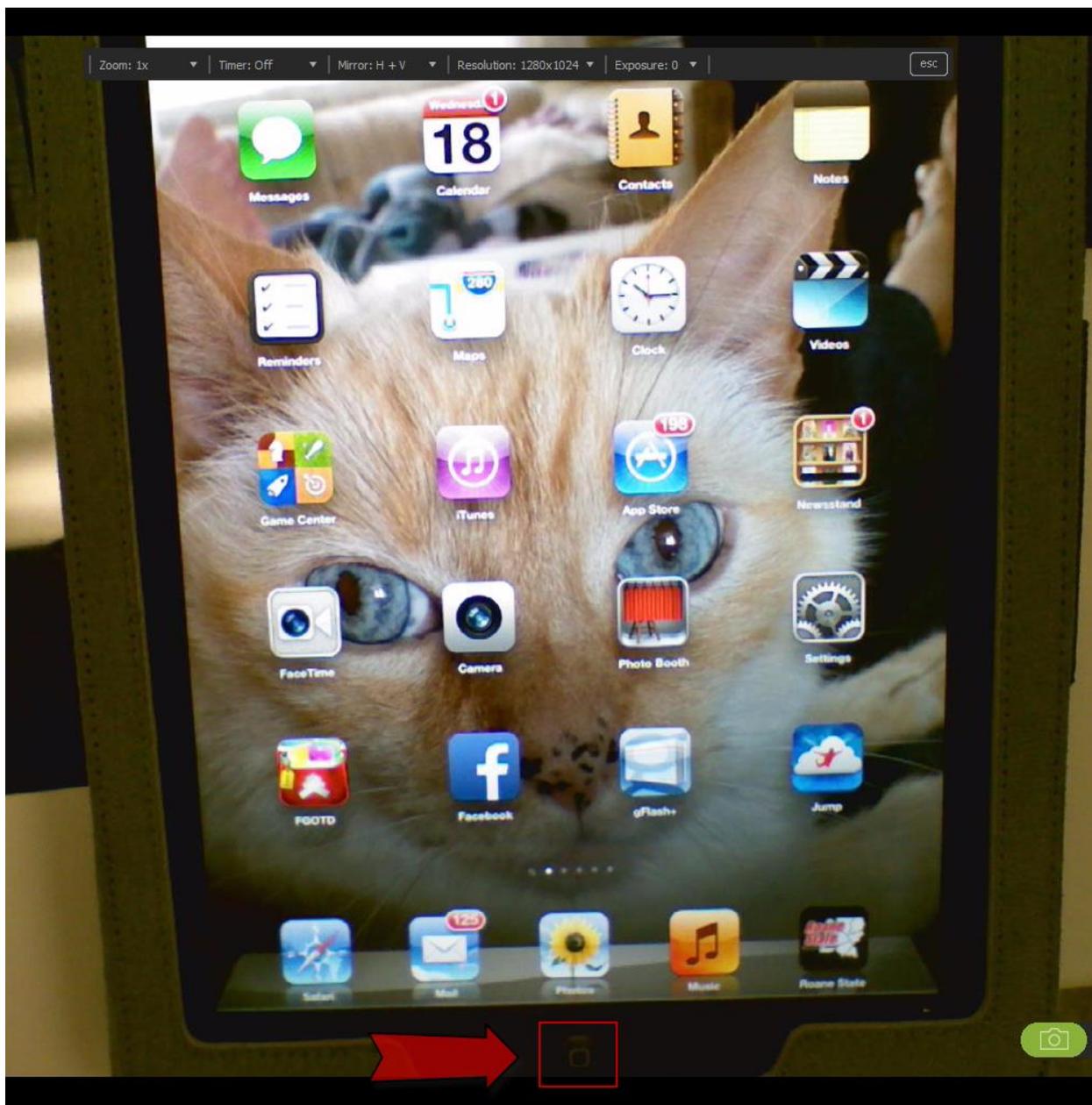




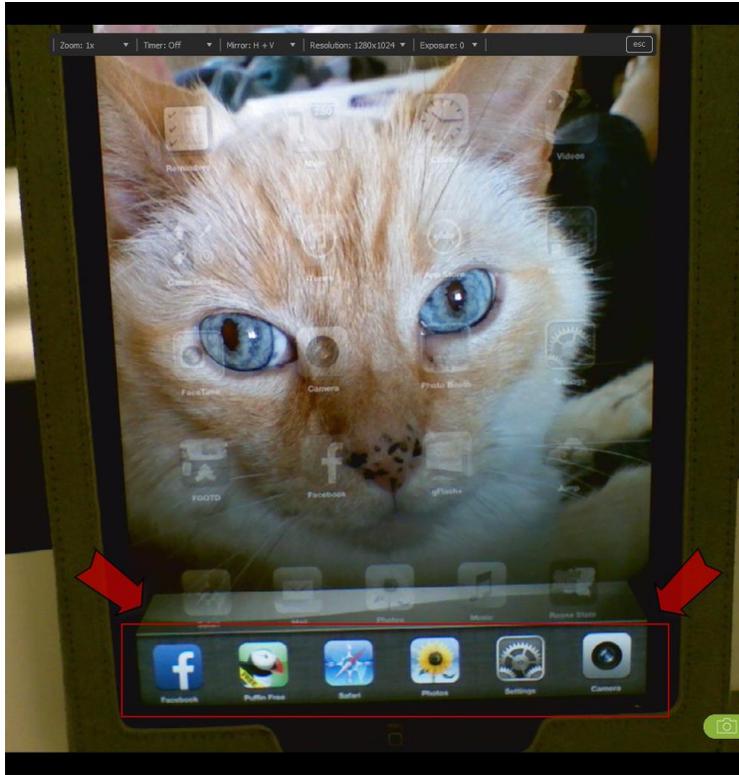
AirServer is software that allows you to mirror or stream content from your iPad directly to the classroom computer to be displayed on the projector.

To use AirServer

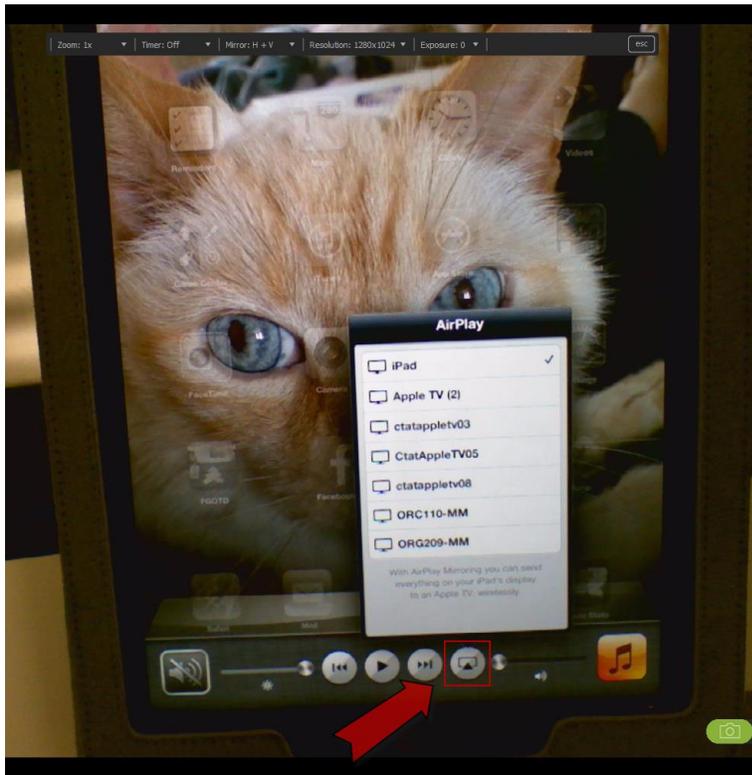
1. Start by double tapping the Home button.



- The system tray opens to reveal a list of open apps. Take your finger and swipe this area to the right.



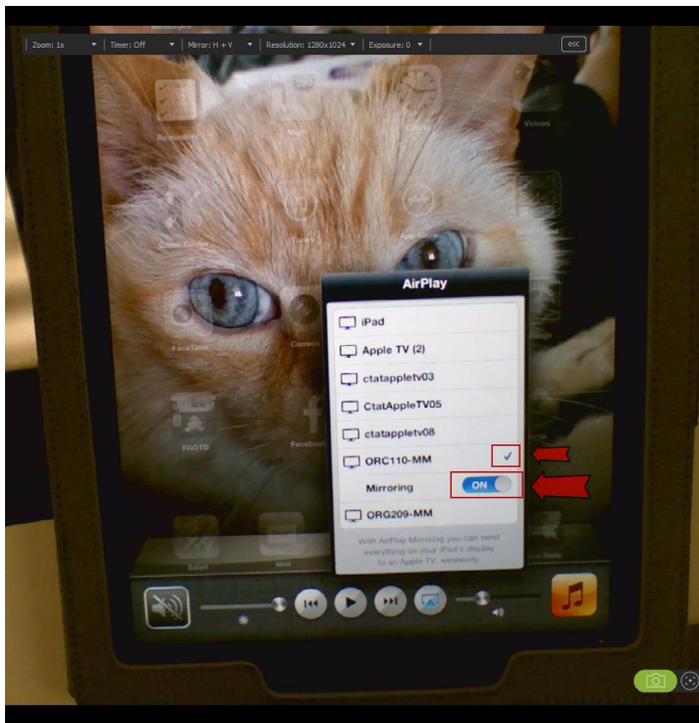
- You have moved to an area of the system tray where you can access your iTunes Library and adjust the volume. You'll see the AirPlay icon which looks like an arrow pointing to the screen. Tap that icon.



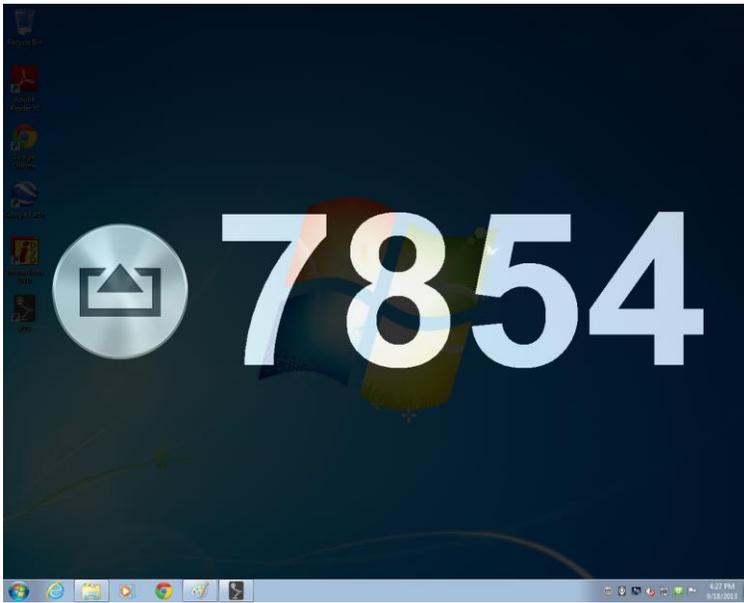
- A list of available AirServers and Apple TVs will be displayed. AirServer connections are named based on computer the software is installed on. Computer names correspond to the room they are in, so just look for your room number/computer name and tap on it in the list. In this example, we are using ORC110-MM (which stands for Oak Ridge campus Room 110 Multimedia).



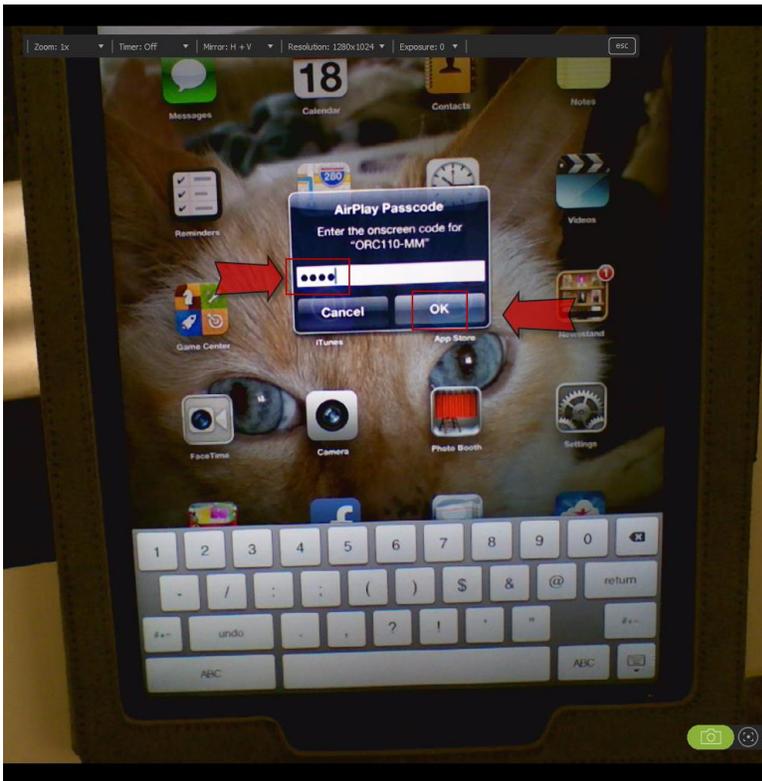
- Once you've tapped the correct room number you will get a check mark next to it. This means you are connected. To display your iPad on the projector you also need to swipe Mirroring from OFF to ON.



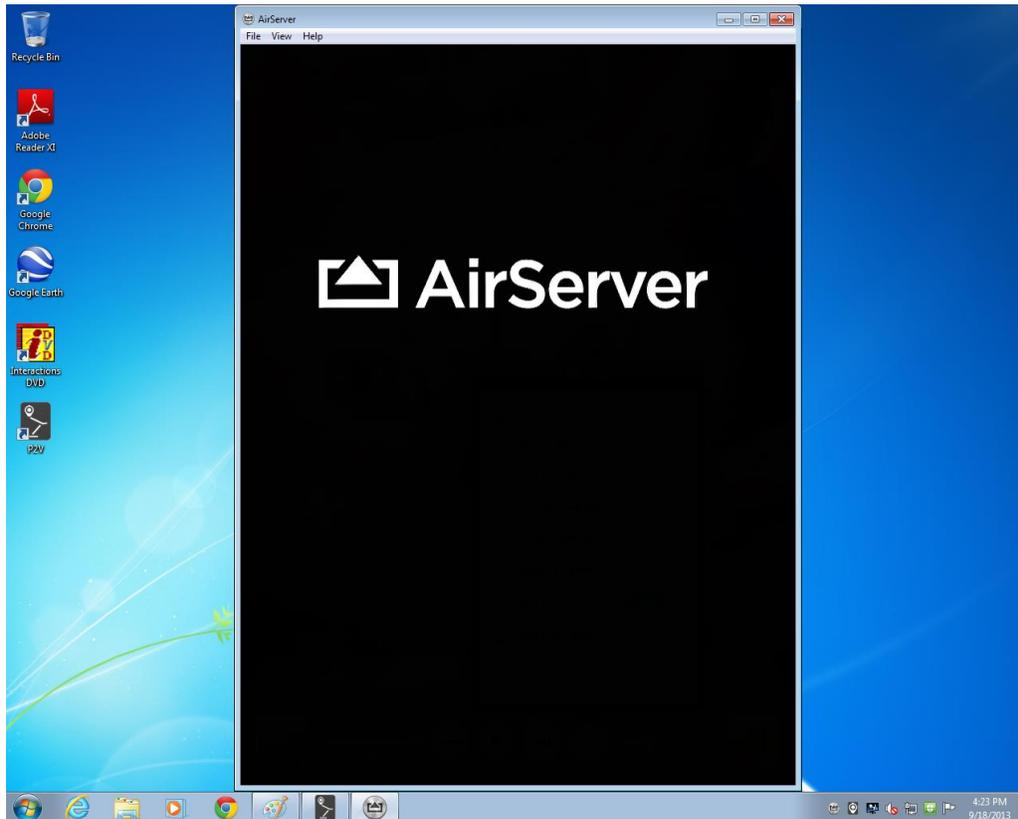
6. For security purposes, passcodes are used to connect to Air Server. When you or a student attempts to connect by turning your Mirroring on, your computer will flash a four digit number across the screen.



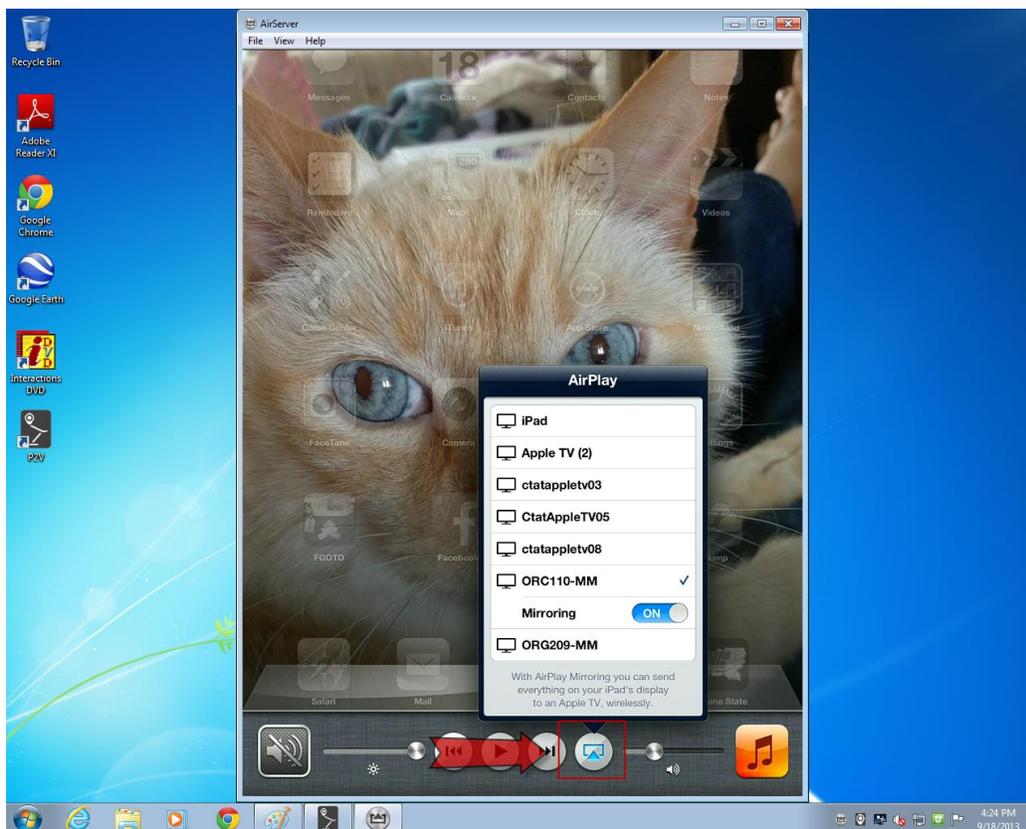
7. The person, teacher or student, needs to enter the random four digit passcode into the window that pops up on the iPad. This passcode is temporary so there is only a brief window of time where one can use it. If you don't enter it quickly enough, just try again and you will get a new passcode. Also, when the passcode is displayed on the screen, it only stays on for about 15 seconds. Click OK.



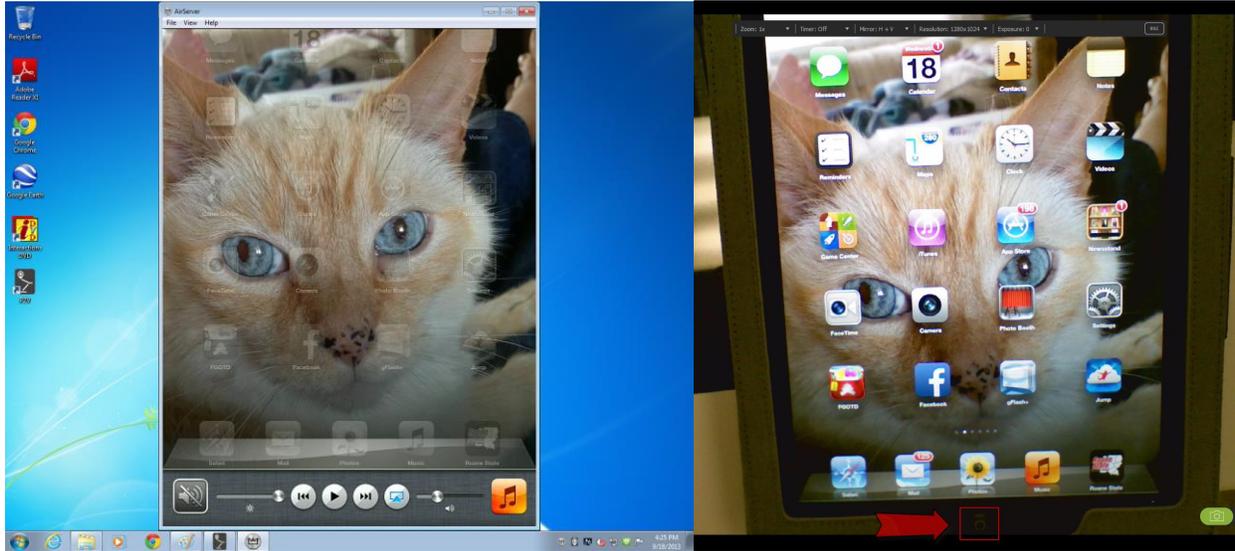
8. When you successfully enter the passcode, AirServer will open up on the computer.



9. It will quickly refresh and display your iPad. Simply tap the AirPlay button to close the list of available connections.

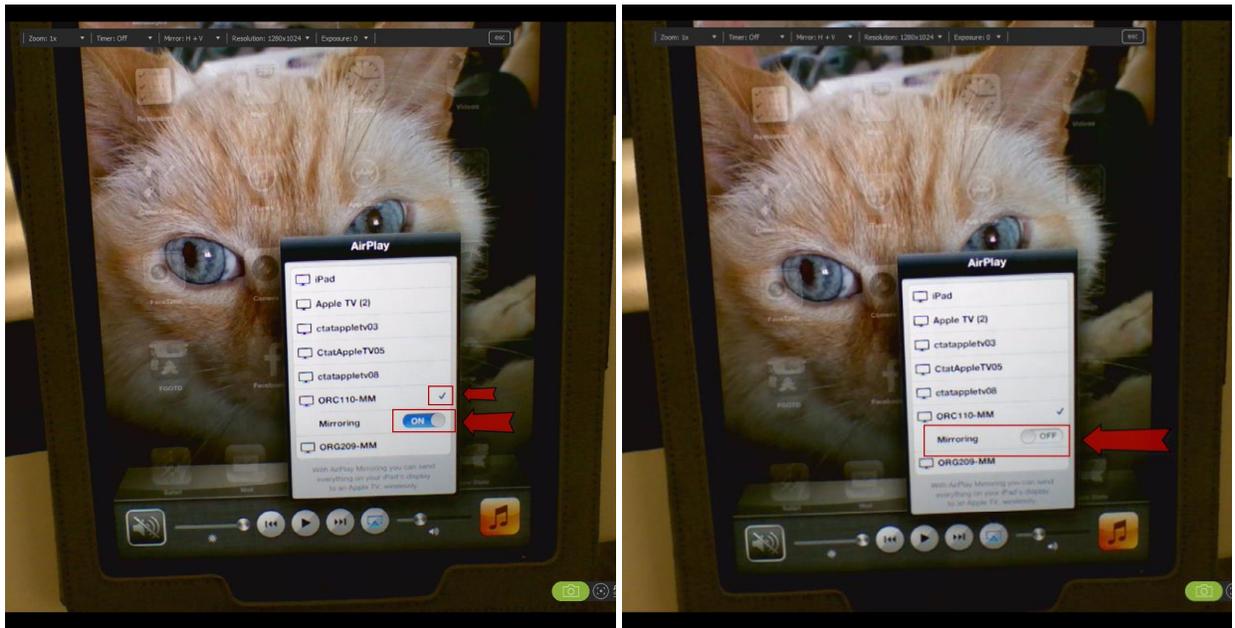


10. You'll just want to double tap the Home button again to close this system tray.



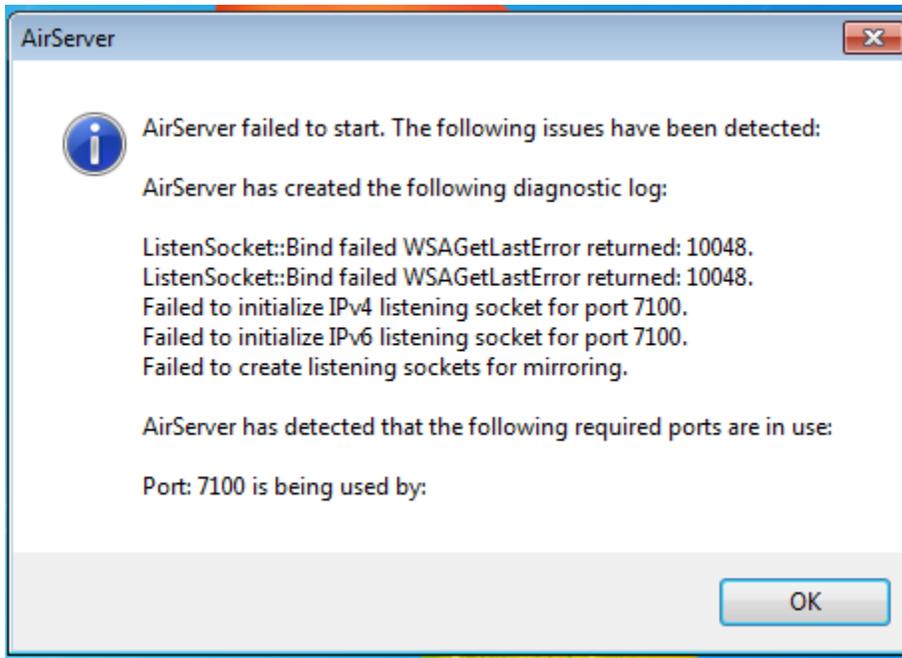
*******IMPORTANT*******

Be sure to disconnect once class is over. You will still be connected until you manually disconnect. To do this, just double tap the Home button, swipe across the system tray to the AirPlay button, tap it, and then turn off Mirroring by swiping from ON to OFF.

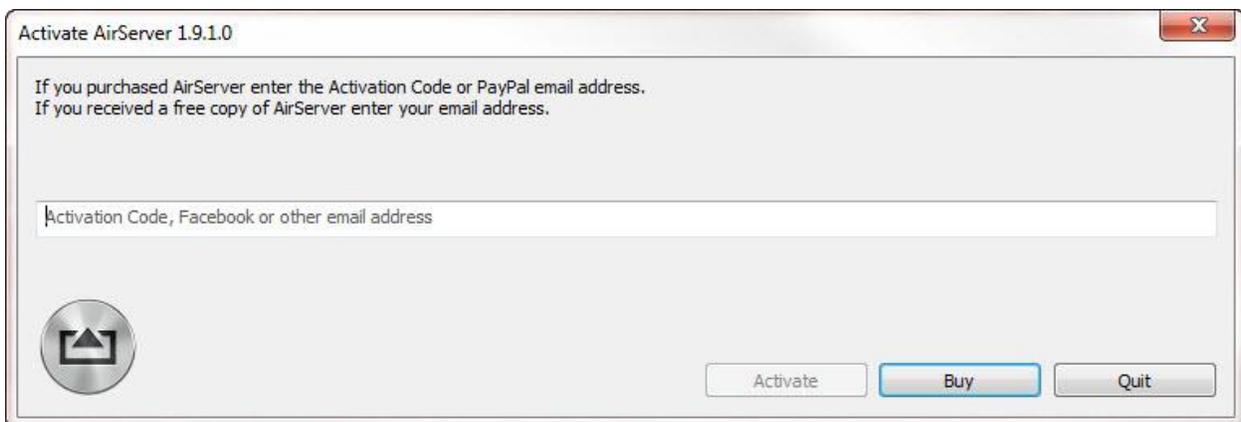


*****TROUBLESHOOTING*****

1. When you log into your classroom computer, you may see an error message saying that AirServer failed to start because it has detected ports are in use. This simply means that another person is still logged into the computer and the software is trying to connect to that other person's account. **Restart the computer.** This will log everyone off. Once it restarts, you can log in as normal and AirServer will connect to only your account.



2. Activate AirServer message. If you see this message it means that the software is not installed yet. Please contact the Help Desk for assistance. (865)354-3000 *HELP (4357)



3. This is a message that informs the user that an upgrade is available. You can simply select Skip This Version and the software update message will close so you can continue using AirServer normally.



4. If all else fails, restart the computer and reboot your iPad.