Quick guide to the mobile set for hybrid teaching

1. Connect the camera to the PC

2. Connect the audio receiver to the PC

3. Plug lapel microphone into the transmitter

Gesture control of the camera

- Zoom in/out 2x
- Tracking on/off
- Private mode
Information on data protection:

1. At the beginning of the course at the very latest, the students present on site are to be informed that a video transmission will take place. This can also be announced in advance, e.g. via OPAL.

2. The camera is to be positioned in such a way that no students are filmed by default, i.e. only the lecturers are filmed.

3. Students should only appear in the video material in exceptional cases, i.e. if they have actively agreed to appearing in the video in advance, e.g. when asking questions or participating in discussions. In principle, the microphone should always be used when the students ask questions.

Information on hygiene:

1. Before touching the throwable microphone (in the sponge), you must disinfect your hands properly.

2. You must wear a face covering when speaking into the throwable microphone.