

Acknowledgment of Country

We acknowledge we are on Kurna Miyurna land. The Dreaming is still living. From the past, in the present, into the future, forever.



Check in & out

Please ensure you have checked in to this meeting room via the room booking display. Unchecked meetings will be cancelled after 15 minutes of the scheduled start time.

If your meeting finishes early please ensure you check out via the room booking display so others can use the room.



Room maintenance

Please log a job in PULSE Response by emailing pulseresponse@cbre.com.au including the building and meeting room name.



Wi-Fi

Complimentary Wi-Fi is available – connect to: ***Lot Fourteen Guest.***



Housekeeping

Please ensure you reset the room for others to enjoy. Eg. chairs under desks, white board cleaned, remotes in designated caddies, rubbish removed.

If you are in a room with a cable tethered from the wall, please hang this back on the mounting plate.



Tenant Portal

For more information, please visit www.lotfourteen.com.au/tenant-portal



Display Screen

Most displays are programmed for wake on sync. Should your display not turn on when connected please use the remote and select the activated HDMI input.



Video Conferencing

Go to your device settings:

Speaker and Microphone:

Select *Echo Cancelling Speakerphone*

(Devio / Logitech / Shure – Vintage Boardroom).

Camera:

Select *Logi Rally* or *Meetup Camera*.



USB-C Connection

Insert USB-C cable. Connection should be instant however if rotating between laptops there may be a minor delay as the reconnection is confirmed.



Low Tech Room

These rooms are designed for older generation laptops with limited USB-C capability. Please refer to ROBIN for room locations. To use AV capabilities in this room, please insert both HDMI and USB-A cable.



Troubleshooting

USB C connection not displaying?

- Ensure TV is selected to the activated HDMI input.
- Note some laptops have multiple USB-C connections, please ensure you use the connection with the thunderbolt logo.
- Try rotating the USB-C cable.
- Should your USB-C connection continue to not work, you may need to book a Low-Tech room.