

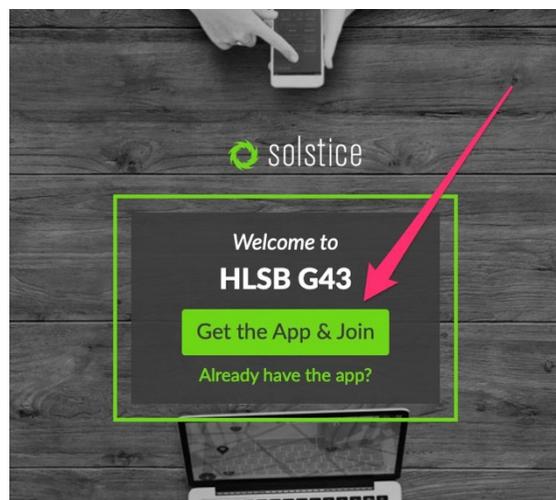
Connecting to the Solstice Pods

To Set Up Your Device:

1. Ensure that you are using the CUWireless or the CUGuest network (if you do not have Creighton credentials). You can connect using your tablet, mobile phone or laptop.
2. Once connected to the wireless network, open an internet browser on your device. (Chrome, Firefox, Microsoft Edge or Internet Explorer)
3. In the address bar, enter the IP Address that is displayed on the Solstice screen (usually located at the top right-hand corner of the screen above the on-screen instructions) Note: This IP address will be different on each device.



4. The Solstice page will display. Next click **Get the App & Join**. This will download the Solstice app onto your device. When the app has completed downloading, run the application. This does not require administrator privileges to install the app.

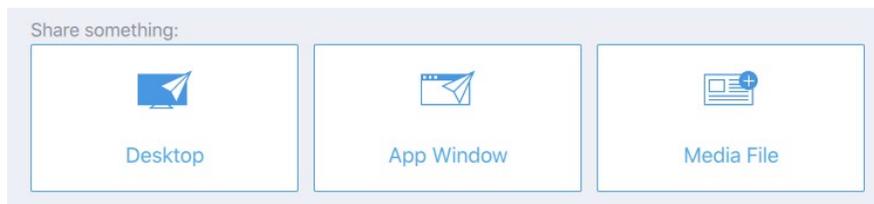


5. Once you have downloaded and installed the Solstice app, enter your name. This is used to indicate which content is yours.
6. Next, enter the Solstice four-digit key **screen key** that appears on the Solstice splash page and select **Ok**.

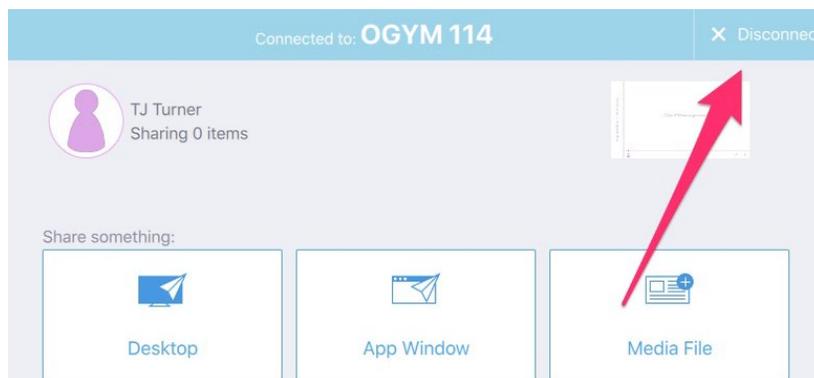


7. Once you have entered the screen-key, you will need to choose one of three options for sharing your content:

- 1) **Desktop** – mirrors everything you are doing on your device onto the display screen
- 2) **App Window** – shares a specific app of your choice
- 3) **Media File** - allows you to share a specific file on your device such as a photo or video



8. Once finished, click **Disconnect** in the top right-hand corner.



Next Time:

Once your device has been set up, there is no need to repeat these steps to connect to a display. The Solstice application installed on your device will populate a list of Creighton campus devices (except for the devices using the Windows desktop application).

9. To connect to a different room on campus, open the Solstice app on your device, select the room from the list, and enter the 4-digit screen key (refer to step 6 above). The rooms will be alphabetized.

