The following items are included in the backpack as part of the SWIVL kit:

- Lightning cable to connect iPad to SWIVL
- Wide angle lens to cover larger spaces/classrooms
- Charging cable for Markers
- 4-port USB Charger
- SWIVL charging cable
- Main marker + 4 additional mics
- SWIVL base
- Apple iPad
- USB speakers
- Floor stand / Tripod
- SWIVL Carrying Case
SETUP

1. Insert the iPad in the SWIVL base and connect both with lightning-USB micro cable (white). The included tripod or floor stand can be screwed into the SWIVL base for a higher camera angle.

2. Power on the iPad and the SWIVL.

3. Power on the main marker and the 4 microphones. Strategically distribute the mics around the classroom to the students. The mics will pick up audio from various points in the classroom.

4. The rear of the SWIVL has a USB port on the gray base. Connect the USB Logitech speakers to the rear of the SWIVL. The USB speakers allow “in-person” students to hear and interact with their remote classmates. Ask the “in-person” students to mute their laptop speakers to prevent excessive audio feedback.
5. Launch the SWIVL APP on the iPad.
6. Both the SWIVL and CANVAS APPS are installed on the iPad.

Click on the Livestream tab. The Zoom app will appear. Launch Zoom app and use normally to Schedule, Join and Host meetings.

**PICKUP**

The SWIVL kits will be available for loan/pickup at the CEHS Technology Services office located in University Hall, Room 2103.

Call (973) 655-4457, email cehs-tech@montclair.edu or book an appointment slot using cehstech.youcanbook.me to reserve a SWIVL kit.