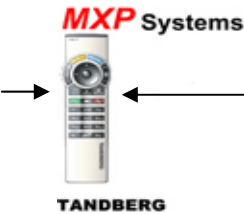






GUIDE FOR TANDBERG 990 MXP

RECEIVING AN EVENT	
**Leave Tandberg unit "ON" at all times. Never turn off or reboot w/o VOC assistance.	
1. Turn on the monitor	<ul style="list-style-type: none"> Monitor types: Projector and/or plasma Use <u>Projector or Plasma remote</u> to cycle unit on/off
2. Control devices with: > Tandberg Remote ■ Device options: -Camera -DVD/VHS Player	 <p style="text-align: center;">TANDBERG (Remote Guide on back sheet)</p> <ul style="list-style-type: none"> There are two rubber touch sensors on the sides of the Tandberg remote. <u>To wake up the unit</u> simply pick up the remote touching one of these sensors <u>OR press OK/Menu button.</u>
3. Welcome screen This screen appears to let you know event is ready to be launched from iView	 <ul style="list-style-type: none"> <u>Unit name and Alias</u> appears in upper right-hand corner <u>Tandberg Menu</u> control function icons appear on lower portion of screen for use with Tandberg Remote
4. Make sure Tandberg Mic is not muted.	If the "Mic off" icon  is on in the upper right hand corner of screen, push "Mic off" button on the Remote to disable mute.
5. MAKING CALLS: a. <i>To Initiate a point-to-point call</i> b. <i>To be a participant in a scheduled IVC class in iView</i> c. <i>Events <u>NOT</u> scheduled in iView</i>	5a. Use remote: <ul style="list-style-type: none"> Press GREEN "Make Call" button on Remote, enter 4 digit alias (or unit IP number if not registered with UEN Gatekeeper) 5b. Event scheduled in iView with UEN: <ul style="list-style-type: none"> iView automatically dials all scheduled sites when start time is activated All sites are connected simultaneously 5c. Tandberg 990 can connect 3 additional sites by individually dialing each site's 4 digit alias
6. Test the microphones for each class or meeting	<ul style="list-style-type: none"> Test and balance <u>all mics with origination site</u> during Test Time, prior to event start, to avoid audio problems during classes/meetings

7. Tandberg Remote:  <p style="text-align: center;">Camera Control Icon</p>  <p style="text-align: center;">Preset Icon Preset Save Icon</p>	Moving Camera Via the Tandberg Menu with Remote: <ol style="list-style-type: none"> Select "Menu" button on Tandberg Remote. Select "Camera Control" Icon from Tandberg Menu on lower portion of screen. Press "Move Camera" icon. Move the camera to the desired position. (Use the arrow buttons on Remote for: a) Left/right pan; using left/right arrows b) Up/down pan; using up/down arrows) Select <u>Camera Control – "Save New Camera Preset"</u> in menu. <u>Enter number</u> between 0-14. Press OK. <u>(Optional)</u> Type a name for the preset to make it easier to separate the different presets.) Press "Save". The new Camera Preset will overwrite any existing camera preset on that number. Using Camera Preset Directly from Remote Control: <ol style="list-style-type: none"> When in call you can activate presets directly from Remote. Move the camera to the desired position; press number on Remote for 1 second to save preset Store presets on Remote number keys, 0-9; preset 10 = 0-key New presets will overwrite any existing number on key pad 				
8. SELFVIEW BUTTON	<ol style="list-style-type: none"> Displays OUTGOING VIDEO. Selfview shows in-house camera presets and device video 				
9. LAYOUT BUTTON	<ol style="list-style-type: none"> Layout <u>toggles between FULL SCREEN and optional displays</u> of end sites on in-house monitor Tandberg units are programmed to show <u>Continuous Presence</u> (origination site video) in large format, plus 3-5 end sites. End site video changes occur with voice activation from sites. 				
10. PRESENTATION BUTTON	<ol style="list-style-type: none"> Outside a call: Presentation only offers Main Video Sources: E.g. Cameras, Doc cam (Elmo), DVD/VHS, etc. In a call: Main Video, DuoVideo, Snapshot, Far End Video options are available. 				
NOTE: If Laptop is connected to existing Elmo	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Display Properties for Screen resolution <u>MUST be no higher than</u> →</td> <td></=: 1024 x 768 pixels</td> </tr> <tr> <td><input checked="" type="checkbox"/> Monitor settings <u>MUST be</u> →</td> <td></=: 60 Hertz</td> </tr> </table>	<input checked="" type="checkbox"/> Display Properties for Screen resolution <u>MUST be no higher than</u> →	</=: 1024 x 768 pixels	<input checked="" type="checkbox"/> Monitor settings <u>MUST be</u> →	</=: 60 Hertz
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