VIDEO SYSTEMS GETTING STARTED GUIDE

• Codec C Series
• MX Series
• EX Series
• Profile Series
• Quick Set C20
• SX20 Quick Set

Software version TC7.0
DECEMBER 2013
Thank you for choosing Cisco!

Your Cisco product has been designed to give you many years of safe, reliable operation.

This part of the product documentation is aimed at administrators working with the setup of the Cisco TelePresence products running TC software.

Our main objective with this Getting started guide is to address your goals and needs. Please let us know how well we succeeded!

Please visit the Cisco web site regularly for updated versions of this guide.

The user documentation can be found on http://www.cisco.com/go/telepresence/docs.

How to use this guide

The top menu bar and the entries in the Table of contents are hyperlinks. You can click them to go to the topic.

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CHAPTER 1
Introduction
About this guide

This document goes through the basic configuration of your video conference system. In this guide, we also explain how to use the remote control, the Touch controller, and the web interface.

You can find the information about system assembly and installation in the Installation guide for your product.

Cisco TelePresence products covered in this guide

- Codec C Series:
  - Codec C40
  - Codec C60
  - Codec C90
- EX Series:
  - EX90
  - EX60
- MX Series:
  - MX200
  - MX300
  - MX300 G2
- Profile Series using Codec C Series:
  - Profile 42"
  - Profile 52"/55"
  - Profile 52" Dual / 55" Dual
  - Profile 65"
  - Profile 65" Dual
- Quick Set C20 / C20 Plus
- SX20 Quick Set

User documentation

The user documentation for the Cisco TelePresence systems running TC software includes several guides suitable for various systems and user groups.

- Video conference room primer
- Video conference room acoustics guidelines
- Installation guides for the TelePresence systems
- Software release notes for the TC software
- Getting started guide for the TelePresence systems
- User guides for the TelePresence systems
  - With a remote control
  - With a Touch controller
- Quick reference guides for the TelePresence systems
- Administrator guides for the TelePresence systems
- Camera user guide for the PrecisionHD cameras
- API reference guides for the Codec C Series
- TC Console user guide for the Codec C Series
- Physical interfaces guides for the Codec C Series
- Regulatory compliance and safety information guide
- Legal & licensing information for products using TC software

Downloading the user documentation

You can download the user documentation from the Cisco web site, go to: http://www.cisco.com/cisco/software/navigator.html

Guidelines for how to find the documentation on the Cisco web site are included in the User documentation on the Cisco web site appendix.
CHAPTER 2
User interfaces
User interfaces

The principal operating device for your Cisco TelePresence video conference system is either a remote control or a Touch controller. The remote control is not available for the EX Series and MX Series.

Additionally, you can configure your system through its web interface, provided that the system is already connected to a network and you know the IP address.

In the appendices we describe how to use the Touch controller and the remote control and the on-screen menu. We also describe how to navigate and use the web interface.
CHAPTER 3
Configuration
### How to configure your system

Before you can start using your video conference system you must set the basic configurations as described in this chapter.

#### Using a provisioning system, or configuring each video conference system individually

Provisioning allows video conferencing network administrators to manage many video systems simultaneously. In general, you only have to put in the credentials of the provisioning server to each video system; the rest of the configuration is done automatically.

Without a provisioning system, you must configure each video system individually. As a minimum, you must set the IP and SIP/H.323 parameters. You should also set the correct time and date.

Basic configuration with or without a provisioning system is described in the remainder of this chapter.

#### Different user interfaces

We describe how to configure the video system using the Touch controller, the remote control or the web interface. We also describe how to set the menu password using the command line interface.

The descriptions are marked with the following colors.

- **Touch controller**
- **Remote control**
- **Web interface**

### About user roles, user accounts and passwords

**System/codec password**

You need ADMIN rights to configure the system via web interface and Touch controller.

**User roles:** A user must possess one or a combination of several user roles. Three user roles exist, representing different rights: ADMIN, USER and AUDIT. It is important to note that these roles have non-overlapping rights.

A complete administrator user account with full access rights, like the default admin user, must possess all three roles.

You can read more on how to create and manage user accounts in the administrator guide for your product.

**NOTE:** Initially, no password is set for the default admin user. We strongly recommend that you set a password for this user, and any other users possessing an ADMIN role, to restrict access to system configuration.

A warning on the screen of your video system indicates if no administrator password is set. To remove the warning you must set an administrator password.

Make sure to keep a copy of the password in a safe place. You have to factory reset the unit if you have forgotten the password.

**On-screen menu password**

**NOTE:** Initially, no menu password is set for the Administrator menu. We strongly recommend that you set a menu password to restrict access to the Administrator menu on the on-screen display. The menu password can be set with the remote control or on the web interface.

After setting the menu password, you need to enter it to configure the video system when using a remote control.

The menu password, as from software version TC7.0, applies only to the on-screen Administrator Settings menu. It does not apply to the Administrator menu on the Touch 8 and Touch 10 control panels.
Configuration tasks

The initial configuration tasks are described on the following pages. Click the Read more... hyperlink for the method you want to use to find the task description.

Click the Back... button in the task description to go back to this task overview.

Getting started

Here you can see how to wake up the system and start using one of the user interfaces:

- Touch controller
- Remote control and on screen menu
- Web interface

Provisioning set-up (when using a provisioning system)

Your system may be configured by an external provisioning system. This way a number of settings are provisioned automatically, and you most likely do not have to set the IP, H.323, SIP and Time and Date settings.

Choose one of the following methods to set-up the provisioning parameters:

- Touch controller
- Remote control and on screen menu
- Web interface

Setting the IP parameters (when not set by a provisioning system)

Your video conference system must be connected to an IP network. Both IP version 4 (IPv4) and IP version 6 (IPv6) are supported. In both cases, the IP parameters can be assigned automatically by the network, or you can set everything manually.

Choose one of the following methods to set the IP parameters:

- Touch controller
- Remote control and on screen menu
- Web interface
Setting the H.323 and SIP parameters (when not set by a provisioning system)

To get online and ready to place and receive calls, your system must be set up properly. Your system uses either the H.323 protocol or the SIP protocol for video calls.

Choose one of the following methods to set the H.323 and SIP parameters:

- Touch controller
- Remote control and on screen menu
- Web interface

Setting date and time (when not set by a provisioning system)

When setting up your video conference system, you should check that the date and time settings are correct. Among other things this information is used to time stamp messages transmitted to gatekeepers and other network elements.

Choose one of the following methods to set the date and time:

- Touch controller
- Remote control and on screen menu
- Web interface

Setting the menu password

We strongly recommend that you set a password for the Administrator Settings menu.

This menu, which is available on both the Touch controller and the remote control, gives access to settings that affect the behavior of the video conference system.

Choose one of the following methods to set-up the menu password:

- Remote control and on screen menu
- Web interface
Configuration tasks (continued)

Setting the codec/system password

To restrict access to system configuration, we strongly recommend that you set a password for your video conference system.

This password is used when you sign in to the web and command line interfaces for your system.

Use the following method to set-up the system/codec password:

Web interface

Read more...
Configuration using the Touch controller

Waking up the system
If no menu is displayed on the Touch controller, tap the display to wake up the system.

If the system does not wake up:
• Make sure the Touch controller is connected to the main unit.
• Make sure the main unit is connected to power and switched on.

If the system has just been switched on, wait a few minutes to allow the system to start up.

If in doubt, read the installation guide for your product.
Provisioning set-up
(When using a provisioning system)

Start the Provisioning Wizard
Tap the user name in the upper left corner, and tap Settings. Tap Administrator > Provisioning and then Start.

NOTE: When you start up a MX or EX system for the first time, the Provisioning Wizard starts automatically.

Choose provisioning infrastructure
Choose one of the following supported provisioning systems:
- Cisco VCS (Video Communication Server)
- WebEx Telepresence
- Cisco UCM (Unified Communications Manager)
- Cisco UCM via Expressway

Tap Next to proceed.

Enter required parameters
Enter the parameters required for the chosen provisioning infrastructure. Then tap Register to complete the procedure.

Cisco VCS
Contact your VCS provider to get the IP address or DNS name of the Cisco VCS (External Manager), the SIP Domain, and, if required, the Username and Password for authenticating the video system with the provisioning server.

Have a look at the Cisco VCS provisioning appendix for more information on VCS provisioning.

Cisco UCM
Contact your UCM provider to get the IP address or DNS name of the Cisco UCM (External Manager).

You can find more details about setting up Cisco UCM provisioning in the Administering TC endpoints on CUCM guide.

Cisco UCM via Expressway
Upon ordering this service, you have received a Username and Password. Enter those in the corresponding input fields. The user name is in the form user@your.edge.domain.

In some cases, you must manually enter the Expressway address. Tick the Manually override Expressway address, and enter the address you have received upon ordering in the External Manager field.

* The DHCP server can be set up to provide the External Manager address automatically (DHCP Option 150). Any input set up here overrides the setting provided by DHCP.

WebEx TelePresence
Upon ordering the Cisco WebEx Telepresence service, you have received a Video number and an Activation code.

Please contact your company’s WebEx Telepresence administrator, if you do not have a video phone number and an activation code.

Choose one of the following supported provisioning systems:
Configuring IP

(When not set by a provisioning system)

On the Touch controller, you can select the IP settings for the upcoming calls. If you wish to change the IP settings from the default dual stack setting to either IPv4 or IPv6, you can do that on the web interface.

The system’s IP configuration is by default set to dual stack. This means that the network interface can operate on both IP versions, and has both an IPv4 and an IPv6 address at the same time. The IP parameters can be assigned automatically by the network, or you can set everything manually.

If you want to set the parameters manually, please contact your network administrator to obtain the required parameters.

If your system is provisioned automatically, these IP settings may be overridden by the provisioning system.

To go back to default IP settings tap the user name in the upper left corner and tap Settings > Administrator > IP & VLAN and Default.

If an IPv4 or IPv6 address is already assigned to the system, you will find it in the NETWORK section on the System Information page: Tap the user name in the upper left corner and tap Settings > System Information.

To set or change the IPv4 settings

1. Choose IP version
   Tap the user name in the upper left corner and tap Settings > Administrator > IP & VLAN. Then tap Advanced Settings. Check the IPv4 box, if it has not been checked.

2. Choose automatic or manual IP assignment
   Tap the arrow (˅) beside IPv4. Tap DHCP in the IP Assignment section if you want automatic IP assignment; or Static if you want to set the IP addresses manually.

3. If IP Assignment is Static: Set the IP addresses
   Enter the IP Address, Subnet Mask, Gateway, and DNS Server address. A soft keyboard appears when you tap an input field.

4. Save the settings
   Tap Save to confirm the changes, or Undo to leave without saving.

5. Return to the main menu
   Tap Exit to return to the home menu.

To set or change the IPv6 settings

1. Choose IP version
   Tap the user name in the upper left corner and tap Settings > Administrator > IP & VLAN. Then tap Advanced Settings. Check the IPv6 box, if it has not been checked.

2. Choose automatic or manual IP assignment
   Tap the arrow (˅) beside IPv6. Choose DHCPv6, Autoconf or Static in the IP Assignment section according to your network requirements.*

3. If IP Assignment is Static: Set the IP addresses
   Enter the IP Address and Gateway. A soft keyboard appears when you tap an input field.

4. If IP Assignment is Static or Autoconf: Set DHCPOptions
   Tap On or Off in the DHCP Options section according to your network requirements.**

   If DHCP Options are switched Off, you must set the DNS and NTP server addresses on the web interface.

5. Save the settings
   Tap Save to confirm the changes, or Undo to leave without saving.

6. Return to the main menu
   Tap Exit to return to the home menu.

* IP Assignment:
  DHCPv6: All IPv6 addresses, including options like the DNS and NTP server addresses, are obtained automatically from a DHCPv6 server.
  Autoconf: The system and gateway IP addresses will be assigned automatically. The options, e.g. NTP and DNS server addresses, must be set/assigned according to the DHCP Options setting. **
  Static: The system and gateway IP addresses must be configured manually. The options, e.g. NTP and DNS server addresses, must be set/assigned according to the DHCP Options setting.

** DHCP Options:
  On: The IP parameters, like the DNS and NTP server addresses, will be obtained automatically from a DHCPv6 server.
  Off: The IP parameters, like the DNS and NTP server addresses, must be set manually.
Configuring H.323 and SIP

To get online and ready to place and receive calls, your system must be set up properly. Your system uses either the H.323 protocol or the SIP protocol for video calls.

NOTE: Contact your system administrator, or service provider, for information about the network settings.

For networks administered through Cisco TMS (TelePresence Management Suite), your Cisco TMS administrator will help you to get online.

You can find information about administering through Cisco UCM in the Administering TC endpoints on CUCM guide.

H.323

If in doubt about any of the parameters below, contact your system administrator or your service provider.

1. Tap the user name in the upper left corner and tap Settings > Administrator > H323.
2. Enter the H323 Number and H323 Id in their respective input fields.
3. To enter the H.323 gatekeeper address manually, tap Manual in the Gatekeeper Discovery section, and enter the Gatekeeper Address in the input field. Otherwise tap Auto.
4. If the H.323 gatekeeper requires authentication and you want your system to authenticate itself to the gatekeeper, tap ON in the Authentication Mode section and enter the Login Name and Password in their respective input fields. Otherwise, tap OFF.
5. Tap Save to confirm the changes, or Undo to leave without saving.
6. Review the System Information page and verify the H323 settings.
   If you have successfully registered to the Gatekeeper, the Status is shown as Registered in the H323 section.
7. Tap Exit to return to the home menu.

SIP

If in doubt about any of the parameters below, contact your system administrator or your service provider.

1. Tap the user name in the upper left corner and tap Settings > Administrator > SIP.
2. Enter the SIP URI in the URI input field.
3. Tap the preferred transport protocol in the Default Transport section. If you select Auto, the system first tries to connect using TLS, then TCP, and finally UDP.
4. Select a Proxy Type. Step through the list of available proxy types by tapping the - or + signs. The default type is Standard.
5. To enter the SIP proxy address manually, tap Manual in the Proxy Discovery section and enter the Proxy Address in the input field. If you want the system to obtain the SIP proxy address automatically (DHCP), tap Auto.
6. If the SIP proxy server requires authentication, you must enter the Login Name and Password in their respective input fields to authenticate your system.
7. Tap Save to confirm the changes, or Undo to leave without saving.
8. Review the System Information page and verify the SIP settings.
   If you have successfully registered to a SIP server, the Status is shown as Registered in the SIP section.
9. Tap Exit to return to the home menu.
Setting date, time and location

(When not set by a provisioning system)

You should check that the date and time settings are correct when you set up your video conference system. The system uses this information for example to time stamp messages transmitted to gatekeepers and other network elements.

You can find the time in the top right corner of the Touch controller display.

1. Tap the user name in the upper left corner and tap Settings > Date, Time & Location.
2. Tap 24h or 12h to select the Time Format you prefer.
3. Tap dd.mm.yy, mm.dd.yy or yy.mm.dd to select the Date Format you prefer.
4. Select the Time Zone your system is in. Step through the list of available zones by tapping the - or + signs.
5. Set Date & Time Mode to Auto if you want time and date to be regularly updated; otherwise, select Manual.
   a. If you select Manual, enter the correct value for Hour, Minute, Year, Month, and Day. Tap the – and + signs to increase or decrease a value.
   b. If you select Auto, the NTP server address can be automatically obtained from the network (set the NTP Mode to Auto) or you can enter the NTP Server address yourself (set NTP Mode to Manual).
6. Tap Save to confirm the changes, or Undo to leave without saving.
7. Tap Exit to confirm the changes, or Undo to leave without saving.

Tap Exit to return to the home menu.
Configuration using the remote control and on-screen menu*

Waking up the system

If there is no menu on screen, press Home (Home) on the remote control to show the menu.

If the system does not show a menu on screen:

• Make sure the monitor is connected and has been switched on.
• Make sure the remote control has batteries installed.
• Make sure the system is switched on.

If the system has just been switched on, wait a few minutes to allow the system to start up.

If there is still no menu on screen, make sure the monitor cable is connected to the basic video output connector. If in doubt, see the installation guide for your product.

* This section does not apply for EX Series and MX Series.
Provisioning set-up
(When using a provisioning system)

If in doubt for any of the parameters below, contact your provisioning system provider.

See the administrator guide for your product to find more information about the provisioning settings.

Select provisioning infrastructure

Go to Home > Settings > Administrator settings > Advanced configuration > Provisioning > Mode and select a provisioning infrastructure:

- TMS – Cisco TelePresence Management System
- Callway – WebEx Telepresence
- CUCM – Cisco Unified Communications Manager
- VCS – Cisco Video Communication Server
- Auto – The system starts provisioning by first trying VCS, then TMS and finally CUCM.
- Edge – Cisco UCM via Expressway

If you select Off, all configurations must be set manually on the video system.

Set the required provisioning parameters

Which parameters to set depends on which infrastructure was selected.

TMS

1. Enter the IP address or DNS name of the Cisco TMS server in the Address input field.*
2. Enter the Path to the provisioning service in the corresponding input field.
3. It may be required to authenticate the video system with Cisco TMS. If so, go back to Provisioning, and enter LoginName and Password in the respective input fields.

WebEx Telepresence (formerly Callway)

Upon ordering the Cisco WebEx Telepresence service, you have received a Video number and an Activation code.

Please contact your company's WebEx Telepresence administrator, if you do not have a video phone number and an activation code.

1. Enter the Video number in the LoginName input field.
2. Enter the Activation code in the Password input field.

CUCM

Enter the IP address or DNS name of the UCM provisioning server in the Address input field.*

You can find more details about setting up Cisco UCM provisioning in the Administering TC endpoints on CUCM guide.

NOTE: If you wish to use Secure Mode for CUCM provisioning, you must set it up on the web interface.

VCS

1. It may be required to authenticate the video system with the Cisco VCS. If so, enter LoginName and Password in the respective input fields.
2. Go to ExternalManager and enter the IP address or DNS name of the Cisco VCS in the Address input field under the heading.
3. Enter the SIP Domain for the Cisco VCS in the corresponding input field.

Have a look at the Cisco VCS provisioning appendix for more information about VCS provisioning.

Cisco UCM via Expressway

Upon ordering Cisco UCM via Expressway service, you have received a username and password.

1. Enter the username in the LoginName input field. The user name is in the form user@your.edge.domain.
2. Enter the password in the Password input field.

In some cases, you must manually enter the Expressway address. Go to ExternalManager, and enter the address you have received upon ordering in the Address input field.

* The DHCP server can be set up to provide the External Manager address automatically (Option 242 for TMS; Option 150 for UCM). Any input set up here overrides the setting provided by DHCP.

Always save the new value when you change a setting

- Drop down list selection: Navigate to the correct value and press the OK (v) key to save, or press the left arrow key ⬅ to leave without saving.
- Text entry in an input field: Enter the text, navigate to Ok/Save to save the change, or navigate to Cancel to leave without saving; then press the OK (v) key to confirm.
Configuring IP

(When not set by a provisioning system)

Your video conference system supports IP version 4 (IPv4), IP version 6 (IPv6) and Dual, which is the default setting. In all three cases, the IP parameters can be assigned automatically by the network, or you can set everything manually. When set to Dual, the network interface can operate on both IP versions, and have both an IPv4 and an IPv6 address.

If you wish to set the parameters manually, contact your network administrator to obtain the required parameters.

If you choose to set the IP settings manually while using the Dual mode, you have to set both the IPv4 and the IPv6 settings. Start from point 2 in the instructions.

If an IP address is already assigned to your system, you find the current IPv4 and/or IPv6 address on the System Information page: Go to Home > Settings > System information.

The IPv4 Address and/or IPv6 Address of the system is shown in the Network section on the System Information page.

Press Exit (the right most function key) to exit.

**NOTE:** You must restart the system after changing the IP stack settings for the changes to take effect.

To set or change the IPv4 settings

1. Select IP version
   Go to Home > Settings > Administrator settings > Advanced configuration > Network 1. Go to IPStack and select IPv4.

2. Select automatic or manual IP assignment
   Go to IPv4 > Assignment. Select DHCP, if you want automatic IP assignment; select Static, if you want to set the IP address manually.
   a. If you selected DHCP, the IP configuration is complete.
   b. If you selected Static, enter the Address, Subnet Mask, and Gateway. Go to the Network 1 > DNS section and enter the DNS server address in the Server 1 Address input field.

3. Press Home (↑) to return to the home menu.

To set or change the IPv6 settings

1. Select IP version

2. Select automatic or manual IP assignment
   Go to IPv6 > Assignment. Select Autoconf in the IP assignment, if you want automatic IP assignment; select Static, if you want to set the IP address manually; or DHCPv6.*
   a. If you selected Autoconf, go to DHCP Options. Set to On or Off according to your preference.**
   b. If you selected Static, go to Address and enter the IP address. Go to Gateway, and enter the gateway address. Set DHCPOptions to On or Off according to your preference.**

3. Set DNS and NTP server addresses
   If DHCP Options are switched off, you must set the DNS and NTP server addresses in Advanced configuration > Network 1. Go to the DNS section and enter the DNS server address in the Server 1 Address input field.

   To set the NTP address, go to Network services > NTP and set the address. Select Save to confirm the address. Set Mode to Auto.

4. Press Home (↑) to return to the home menu.

**NOTE:** Always save the new value when you change a setting

- Drop down list selection: Navigate to the correct value and press the OK (↑) key to save, or press the left arrow key to leave without saving.
- Text entry in an input field: Enter the text, navigate to OK/Save to save the change, or navigate to Cancel to leave without saving; then press the OK (↑) key to confirm.

* IP assignment:
DHCPv6: All IPv6 addresses, including options like the DNS and NTP server addresses, are obtained automatically from a DHCPv6 server. Autoconf: The system and gateway IP addresses will be assigned automatically. The options, e.g. NTP and DNS server addresses, must be set/assigned according to the DHCP Options setting. **
Static: The system and gateway IP addresses must be configured manually. The options, e.g. NTP and DNS server addresses, must be set/assigned according to the DHCP Options setting. **

** DHCP options:
On: The IP parameters, like the DNS and NTP server addresses, will be obtained automatically from a DHCPv6 server.
Off: The IP parameters, like the DNS and NTP server addresses, must be set manually.
Configuring H.323 and SIP

(When not set by a provisioning system)

To get online and ready to place and receive calls, your system must be set up properly. Your system uses either the H.323 protocol or the SIP protocol for video calls.

NOTE: Contact your system administrator, or service provider, for information about the network settings.

For networks administered through Cisco TMS (Cisco TelePresence Management Suite), your Cisco TMS administrator will help you to get online.

You can find information about administering through Cisco UCM in the "Administering TC endpoints on CUCM" guide.

H.323

If in doubt for any of the parameters below, contact your system administrator or your service provider.

1. Go to Home > Settings > Administrator settings > Advanced configuration > H323 > Profile 1.

2. Go to H323Alias and enter the E164 number and ID in the corresponding input fields.

3. If you want the system to obtain the H.323 gatekeeper address automatically, go to Gatekeeper and select Auto in the Discovery drop down list; if you want to enter the address manually, select Manual.

   If set to Manual, enter the gatekeeper address in the Address input field.

4. If the H.323 gatekeeper requires authentication, and you want your system to authenticate itself to the gatekeeper, go to Authentication and select On in the Mode drop down list. Enter the LoginName and Password in the corresponding input fields.

   If you authentication is not needed, select Off in the Mode drop down list.

5. Go to Home > Settings > System information and verify the H.323 settings.

6. Press Home (Escape) to exit.

   If you wish to change the other H.323 settings, check the administrator guide for your product.

SIP

If in doubt for any of the parameters below, contact your system administrator or your service provider.

1. Go to Home > Settings > Administrator settings > Advanced configuration > SIP > Profile 1.

2. Go to URI and enter the SIP URI in the corresponding input field.

3. Select your preferred DefaultTransport protocol in the drop down list. If you select Auto, the system first tries to connect using Tls, then TCP, and finally UDP.

4. Select your preferred proxy Type in the drop down list. The default type is Standard.

5. Go to Proxy 1. If you want the system to obtain the SIP proxy address automatically, select Auto in the Discovery drop down list; if you want to enter the address manually, select Manual.

   If set to Manual, enter the proxy address in the Address input field.

6. If the SIP proxy requires authentication, you must enter a login name and password to authenticate your system. Go to Authentication 1 and enter the LoginName and Password in the corresponding input fields.

7. Go to Home > Settings > System information and verify the SIP settings.

   If you have successfully registered to a SIP server, the Status is shown as Registered in the SIP section.

8. Press Home (Escape) to exit.

   If you wish to change the other SIP settings, check the administrator guide for your product.

Always save the new value when you change a setting

• Drop down list selection: Navigate to the correct value and press the OK (Enter) key to save, or press the left arrow key to leave without saving.

• Text entry in an input field: Enter the text, navigate to Ok/Save to save the change, or navigate to Cancel to leave without saving; then press the OK (Enter) key to confirm.
Setting date, time and location

(When not set by a provisioning system)

When setting up your video conference system, you should check that the date and time settings are correct. Among other things this information is used to time stamp messages transmitted to gatekeepers and other network elements.

The time and date is shown in the top right corner of the main display. It takes a few moments before the time on the screen changes after changing the setup.

1. Go to Home > Settings > Date and time.
2. Select 24 hours or 12 hours (am/pm) in the Time format drop down list as you prefer.
3. Select Day.Month.Year, Month.Day.Year or Year.Month.Day in the Date format drop down list as you prefer.
4. Select your time zone in the Time zone drop down list.
5. Select Auto, Manual or Off in the NTP mode drop down list as you prefer.*
   a. If you select Manual, also enter the NTP server address in the corresponding input field.
   b. If you select Off, also select the correct value for Day, Month, Year and Time in the corresponding drop down lists.
6. Press Home (↑) to exit.

* NTP mode:
  - Auto: The time is regularly updated using an NTP server. The NTP server address is automatically obtained from the network (DHCP).
  - Manual: The time is regularly updated using an NTP server. You must manually enter the NTP server address.
  - Off: You must set the time manually. The time is not updated automatically.

Always save the new value when you change a setting

- Drop down list selection: Navigate to the correct value and press the OK (v) key to save, or press the left arrow key to leave without saving.
- Text entry in an input field: Enter the text, navigate to Ok/Save to save the change, or navigate to Cancel to leave without saving; then press the OK (v) key to confirm.
Setting the Administrator settings menu password

When starting up the system for the first time, the Administrator Settings menu password is not set.

**NOTE:** We strongly recommend that you define a password to protect the Administrator Settings menu, because these settings affect the behavior of the video conference system.

1. Go to *Home > Settings > Administrator settings > Set menu password*.
   On the remote control, press the # key to toggle between lower or upper case characters and numbers: abc/ABC/123.

2. Enter the menu password. The password you enter is hidden; each character is replaced with an asterisk (*).

3. Select *Save* to confirm the changes, or *Cancel* to leave without saving.

4. Press *Home* (_renderer: symbol: HouseIcon) to exit.
Configuration using the web interface

You have to use the Touch controller or the remote control for the configurations, until you know your system’s IP address.

Finding the IP address

Tap *Settings* > *System Information* on your Touch controller; or navigate to *Home* > *Settings* > *System information* if you use the remote control and on-screen menu.

In both cases you can find the IPv4 address and/or IPv6 address of the system in the *Network* section.

Signing in to the web interface

1. Open a web browser and enter the system’s IP address in the address bar.
2. Enter your user name and password and click *Sign In*.

The default user name is *admin* with no password set.

If you are not able to connect to the system:
- Make sure the system and computer are connected to the same network.
- Make sure the system is switched on.

If the system has just been switched on, wait a few minutes to allow the system to start up.
### Provisioning set-up

*(When using a provisioning system)*

If in doubt for any of the parameters below, contact your provisioning system provider.

See the administrator guide for your product, to find more information about the provisioning settings.

#### Select provisioning infrastructure

1. Go to the **Configuration** tab, and click **System Configuration**.
2. Open the **Provisioning** settings from the left column.
3. Select a provisioning infrastructure from the **Mode** drop down list:
   - TMS – Cisco TelePresence Management System
   - VCS – Cisco Video Communication Server
   - Callway – WebEx Telepresence
   - CUCM – Cisco Unified Communications Manager
   - Auto – The system starts provisioning by first trying VCS, then TMS and finally CUCM.
   - Edge – Cisco UCM via Expressway

If you select **Off**, all configurations must be set manually on the video system.

---

#### Set the required provisioning parameters

Which parameters to set depend on which infrastructure was selected.

##### TMS

1. It may be required to authenticate the video system with Cisco TMS. If so, enter *LoginName* and *Password* in the respective input fields.
2. Enter the IP address or DNS name of the Cisco TMS server in the *Address* input field under the *ExternalManager* heading.*
3. Enter the *Path* to the provisioning service in the corresponding input field.

##### VCS

1. It may be required to authenticate the video system with the Cisco VCS. If so, enter *LoginName* and *Password* in the respective input fields.
2. Enter the IP address or DNS name of the Cisco VCS in the *Address* input field under the *ExternalManager* heading.
3. Enter the SIP *Domain* for the Cisco VCS in the corresponding input field.

Have a look at the [Cisco VCS provisioning appendix](#) for more information about VCS provisioning.

##### CUCM

Enter the IP address or DNS name of the UCM provisioning server in the *Address* input field under the *ExternalManager* heading.*

You can find more details about setting up Cisco UCM provisioning in the [Administering TC endpoints on CUCM guide](#).

---

Cisco UCM via Expressway

Upon ordering the Cisco UCM via Expressway service, you have received a username and password.

1. Enter the username in the *LoginName* input field. The username is in the form user@your.edge.domain.
2. Enter the password in the *Password* input field.

In some cases, you must manually enter the Expressway address. Enter the address you have received upon ordering in the *Address* input field under the *ExternalManager* heading.

WebEx Telepresence (formerly Callway)

Upon ordering the Cisco WebEx Telepresence service, you have received a *Video number* and an *Activation code*.

If you do not have a video phone number and an activation code, contact your company's WebEx Telepresence administrator.

1. Enter the Video number in the *LoginName* input field.
2. Enter the Activation code in the *Password* input field.

---

* The DHCP server can be set up to provide the External Manager address automatically (Option 242 for TMS; Option 150 for UCM). Any input set up here overrides the setting provided by DHCP.

---

If you are changing a value setting, you have to always click **save** to confirm the change.

---

Back to task overview
## Configuring IP

(When not set by a provisioning system)

Your video conference system supports IP version 4 (IPv4), IP version 6 (IPv6) and Dual, which is the default setting. In all three cases, the IP parameters can be assigned automatically by the network, or you can set everything manually. When set to Dual, the network interface can operate on both IP versions, and have both an IPv4 and an IPv6 address.

If you wish to set the parameters manually, contact your network administrator to obtain the required parameters.

If you choose to set the IP settings manually while using the Dual mode, you have to set both the IPv4 and the IPv6 settings. Start from point 2 in the instructions.

If your system is provisioned automatically, these IP settings may be overridden by the provisioning system.

If an IPv4 or IPv6 address is already assigned to the system, you can find it on the System Information page. Go to Configuration tab and choose System Status and Network.

**NOTE:** You must restart the system after changing the IP stack settings for the changes to take effect.

**NOTE:** It is not recommended to manually change the IP address using the web interface.

### To set or change the IPv4 settings

Go to the Configuration tab and choose System Configuration.

1. **Choose IP version**
   - Click the Network settings in the left sidebar. Choose IPv4 from the IPStack drop down list.

2. **If you wish to set IP Assignment manually**
   - In the IPv4 section, enter the Address, Gateway and SubnetMask in the corresponding input fields.
   - Scroll up to the DNS section and enter the DNS server address in the Server 1 Address input field.

3. **Choose automatic or manual IP assignment**
   - Scroll down the page to the IPv4 section and choose DHCP from the Assignment drop down list, if you want automatic IP assignment; or Static, if you have set the IP address manually.

### To set or change the IPv6 settings

Go to the Configuration tab and choose System Configuration.

1. **Choose IP version**
   - Click the Network settings in the left sidebar. Choose IPv6 from the IPStack drop down list.

2. **Choose automatic or manual IP assignment**
   - Scroll down the page to the IPv6 section and choose DHCPv6, Autoconf or Static from the Assignment drop down list according to your network requirements.*

3. **If IP Assignment is Static: Set the IP addresses**
   - Enter the system IP address in the Address input field.
   - Optional: Enter the gateway address in the Gateway input field.

4. **If IP Assignment is Static or Autoconf:**
   - **DHCPOptions** Choose On or Off from the DHCPOptions drop down list according to your network requirements.**

5. **If DHCPOptions is Off:**
   - **Configure DNS and NTP**
   - Scroll up to the DNS section, and enter the DNS server address in the Server 1 Address input field.
   - Open the NetworkServices settings from the left sidebar, and scroll down to the NTP section. Enter the NTP server address in the Address input field. Set Mode to Auto.

---

* IP Assignment:
  - DHCPv6: All IPv6 addresses, including options like the DNS and NTP server addresses, are obtained automatically from a DHCPv6 server.
  - Autoconf: The system and gateway IP addresses will be assigned automatically. The options, e.g. NTP and DNS server addresses, must be set/assigned according to the DHCP Options setting.
  - Static: The system and gateway IP addresses must be configured manually. The options, e.g. NTP and DNS server addresses, must be set/assigned according to the DHCP Options setting.

** DHCP Options:
  - On: The IP parameters, like the DNS and NTP server addresses, will be obtained automatically from a DHCPv6 server.
  - Off: The IP parameters, like the DNS and NTP server addresses, must be set manually.
### Configuring H.323 and SIP

(When not set by a provisioning system)

To get online and ready to place and receive calls, your system must be set up properly. Your system uses either the H.323 protocol or the SIP protocol for video calls.

**NOTE:** Contact your system administrator, or service provider, for information about the network settings.

For networks administered through Cisco TMS (Cisco TelePresence Management Suite), your Cisco TMS administrator will help you to get online.

You can find information about administering through Cisco UCM in the [Administering TC endpoints on CUCM](index.html) guide.

The diagnostics on your system will indicate if there is a problem with the H.323 or SIP registering.

#### H.323

If in doubt for any of the parameters below, contact your system administrator or your service provider.

1. Go to the **Configuration** tab, and select **System Configuration**.
2. Open the **H323** settings from the left sidebar.
3. Under **Profile 1** heading and the **H323Alias** subheading, enter the **E164** and the **ID** number in their respective input fields.
4. Go to the **Gatekeeper** subheading.
   - If you want the system to obtain the H.323 gatekeeper address automatically, select **Auto** in the **Discovery** drop down list; if you want to enter the address manually, select **Manual**.
   - If set to **Manual**, enter the gatekeeper **Address** in the corresponding input field.
5. If the H.323 gatekeeper requires authentication, and you want your system to authenticate itself to the gatekeeper, go to the **Authentication** subheading.
   - If you want the system to obtain the H.323 gatekeeper address automatically, select **Auto** in the **Discovery** drop down list; if you want to enter the address manually, select **Manual**.
   - If set to **Manual**, enter the gatekeeper **Address** in the corresponding input field.
6. Go to the **Home** tab to see the **System Information** and verify the H.323 settings.
   - If you have successfully registered to a Gatekeeper, the **Status** is shown as **Registered** in the H323 section.
   - If you wish to change the other H.323 settings, check the administrator guide for your product.

#### SIP

If in doubt for any of the parameters below, contact your system administrator or your service provider.

1. Go to the **Configuration** tab, and select **System Configuration**.
2. Open the **SIP** page from the left sidebar.
3. Under the **Profile 1** heading, enter the SIP URI in the **URI 1** input field, and optionally a display name in the **DisplayName** input field.
4. Select the preferred transport protocol from the **DefaultTransport** drop down list. If you select **Auto**, the system first tries to connect using **Tls**, then **TCP**, and finally **UDP**.
5. Select a proxy type in the **Type** drop down list. The default type is **Standard**.
6. Go to the **Proxy 1** subheading.
   - If you want the system to obtain the SIP proxy address automatically, select **Auto** in the **Discovery** drop down list; if you want to enter the address manually, select **Manual**.
   - If you select **Manual**, enter the proxy **Address** in the corresponding input field.
7. If the SIP proxy requires authentication, you must enter a login name and password to authenticate your system. Go to the **Authentication 1** subheading and enter the **LoginName** and **Password** in the corresponding input fields.
8. Click the **Home** tab to see the **System Information** and verify the SIP settings.
   - If you have successfully registered to a SIP server, the **Status** is shown as **Registered** in the SIP section.
   - If you wish to change the other SIP settings, check the administrator guide for your product.

---

If you are changing a value setting, you have to always click **save** to confirm the change.

← Back to task overview
Setting the date, time and location

(When not set by a provisioning system)

When setting up your video conference system, you should check that the date and time settings are correct. Among other things this information is used to time stamp messages transmitted to gatekeepers and other network elements.

If you operate your system using the Touch controller, the time is shown in the top right corner of the Touch controller display; if you operate your system using a remote control, the time and date is shown in the top right corner of the main display.

1. Go to the Configuration tab and select System Configuration. Open the Time settings from the left column.
2. Select your preferred date format in the DateFormat drop down list.
3. Select your preferred time format in the TimeFormat drop down list.
4. Select your time zone in the Zone drop down list.
5. Open the NetworkServices settings from the left column
6. Under the NTP section select Auto, Manual or Off in the Mode drop down list.*
   a. If you select Manual, enter the NTP server address in the Address input field.
   b. If you select Off, you have to enter the time and date manually using either the Touch controller (More > Settings > Administrator Settings > Date, Time & Location) or the remote control and on-screen menu (Home > Settings > Date and Time).

* NTP mode:
  Auto: The time is regularly updated using an NTP server. The NTP server address is automatically obtained from the network (DHCP).
  Manual: The time is regularly updated using an NTP server. You must manually enter the NTP server address.
  Off: You must set the time manually. The time is not updated automatically.

If you are changing a value setting, you have to always click save to confirm the change.
Setting the system/codec password

You need a user name and a password to sign in to the web and command line interfaces of your system. You also need the system password to access the administrator settings on the Touch controller.

The video conference system is delivered with a default user account with the user name admin and no password set. This user has full access rights to the system.

A warning on the screen of your video system indicates if no administrator password is set. To remove the warning, you must set an administrator password.

NOTE: We strongly recommend that you set a password for the admin user to restrict access to system configuration.

Make sure to keep a copy of the password in a safe place. You have to contact your Cisco representative, if you have forgotten the password.

1. Click your user name in the upper right corner, and select Change password.
2. Enter the Current password, the New password, and repeat the new password in the corresponding input fields.
3. The password format is a string with 0–64 characters.
4. If a password is not currently set, use a blank Current password.
5. Click Change password.

Setting the menu password

Initially, no menu password is set to restrict access to the Administrator menu on the on-screen menu. After you set up a menu password, you need to enter it to configure the video system, when using a remote control.

The Administrator Settings menu password cannot be set using the Touch controller.

NOTE: We strongly recommend that you define a password to protect the Administrator Settings menu, because these settings affect the behavior of the video conference system.

1. Go to the Configuration tab and select System Configuration.
2. Click the text Set Administrator Settings menu password in the upper right corner.
3. Enter the menu password in the Password field.
4. Click Save to confirm the change.
5. The link text in the upper right corner should now say Change Administrator Settings menu password.
How to use the Touch controller

The basic functions of the Touch controller are illustrated below.

The Touch controller, and its use, are described in full detail in the user guide for your video conference system.

All settings are not available on all products; therefore the touch buttons shown below may or may not be present on your system.

Basic operating principles

Tap the touch screen to wake up the system, if needed.

Tap a button to activate its function.

Scroll in lists as outlined.
The Settings menu on the Touch controller

All settings are not available on all products; therefore the menu items shown to the right may or may not be present on your system.

You can find a complete description of the Touch controller menus in the user guide for your video conference system.

The Administrator Settings menu is protected with the system password.

If needed, you can set an added restriction to users’ access to the settings. This can be done on the web interface. Go to Configuration > System Configuration > User Interface and set User Preferences to Off. With this restriction, only System Information, Call Status, Diagnostics and Restart are available for the users.

To open the Settings menu, tap the system or user name in the upper left corner and tap Settings.

![Settings Menu](image)

The Settings menu

- **Background**: Select a background picture for your Touch controller and main video display.
- **Ringtone & Sound**: Select a ring tone, the ring tone volume and key tone.
- **Bluetooth Headset**: Select a bluetooth headset.
- **Camera Control**: Set the camera parameters.
- **Display**: Select brightness, color temperature and DVI mode for the main video display.
- **Main Source Selection**: Select the main input source, e.g. camera control.
- **Language**: Select the language for the user interface.
- **Date, Time & Location**: Configure date and time settings.
- **System Information**: See an overview of the system configurations.
- **Call Status**: See an overview of the call parameters when in call, e.g. protocols, transmit and receive rates, packet loss.
- **Diagnostics**: Set additional system logging on.
- **Restart**: Select this option to restart the system.
- **Administrator**: See below.

The Administrator Settings menu

- **Call Details**: Configure the default bit rate and auto answer settings.
- **Provisioning**: Start the provisioning wizard.
- **Multiway**: Insert the address of the Multiway server.
- **IP & VLAN**: Configure the IP and VLAN settings. If the Touch controller is connected via LAN there are separate entries for the codec and the Touch.
- **SIP**: Configure the SIP settings.
- **H323**: Configure the H.323 settings.
- **Web Snapshots**: Allow/Disallow the web snapshot feature.
- **EMC Resilience**: Select this option to change the Touch controller’s resilience to electromagnetic noise present.
- **Reset**: Select this option for a complete factory reset. All your settings are reset.
How to use the remote control and on-screen menu

When you pick up the remote control and touch the rubber line sensors along its sides, the system wakes up.

Point the remote control toward the system or camera and press the Home key (,) to open the top level menu.

Navigating the menu

Using the remote control to navigate the menu:

- Use the arrows down/up to select a menu item.
- Use the arrow right to expand the selection.
- Use the arrow left to go back one step.

Changing settings

Using the remote control to change a value:

- Select a value from a drop down list and press the OK (✓) key to save, or press the left arrow key (←) to leave without saving.
- Enter a value/text in a value/text input field. Navigate to Save and press OK (✓) to save the change, or navigate to Cancel and press OK (✓) to leave without saving.

You can find more information about the on-screen menu in the On-screen menu system appendix.
The search functionality

You can search for system settings in the advanced configuration menu. You can also search for names in the phone book and in the list of recent calls.

- On the remote control, press the # key to toggle between characters and numbers: abc/123.
- Enter as many characters as needed until the name or setting you are searching for is displayed in the list. Add or remove characters until you get the desired result.
- Remove all characters to return to the main view.

Searching for system settings

Navigate to the Advanced Configuration menu.
Enter as many characters as needed, until the setting you are searching for is displayed in the list.

<table>
<thead>
<tr>
<th>Search</th>
<th>sip abc</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIP Profile 1 Authentication 1 LoginName</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 Authentication 1 Password: ********</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 DefaultTransport: Auto</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 DisplayName: Firstname Lastname</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 Ice: Off</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 IceDefaultCandidate: Host</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 Mailbox</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 Outbound: Off</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 Proxy 1 Address: 192.168.1.58</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 Proxy 1 Discovery: Manual</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 Proxy 2 Address</td>
<td></td>
</tr>
<tr>
<td>SIP Profile 1 Proxy 2 Discovery: Manual</td>
<td></td>
</tr>
</tbody>
</table>

Searching for contacts in the Call menu

Enter as many characters as needed, until the name you are searching for is displayed in the list.

Contacts from the list of recent calls are displayed first.
Contacts from the Phone book follow. Contacts marked with a ✶ (star) are from My contacts, the others are from the corporate phone book.

<table>
<thead>
<tr>
<th>Call</th>
<th>abc</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call</td>
<td></td>
</tr>
<tr>
<td>Presentation</td>
<td></td>
</tr>
<tr>
<td>Camera control</td>
<td></td>
</tr>
<tr>
<td>Settings</td>
<td></td>
</tr>
<tr>
<td>Recent calls</td>
<td></td>
</tr>
<tr>
<td>NewYork.Broadway.T1</td>
<td></td>
</tr>
<tr>
<td>NewYork.Conference.Room</td>
<td></td>
</tr>
<tr>
<td>Phone book</td>
<td></td>
</tr>
<tr>
<td>✶NewYork.Receptionist</td>
<td></td>
</tr>
<tr>
<td>NewYork.Lobby</td>
<td></td>
</tr>
<tr>
<td>✶ Add another participant</td>
<td></td>
</tr>
</tbody>
</table>
Remote control details

The Functions keys in the upper part of the remote control correspond with the softkeys on screen.

The middle part of the remote control is used to handle the video, sound, phone book, menus and navigation.

The lower part of the remote control is similar to the keypad on a mobile phone.

Make sure the remote control has working batteries (4 x AAA batteries).

Function keys
Each Function key corresponds to a softkey on the screen and represents shortcuts and advanced functions.

Arrow up/down
Press the up ▲ and down ▼ arrow keys to navigate in the menu and to move the camera (pan, tilt) when the menu on screen is not displayed.

Arrow left
Press the left ◀ arrow key to go one step back in the menu or to move to the left in a text field.

Arrow right
Press the right ► arrow key to expand the selected menu item or to move to the right in a text field.

OK/Select
Press the OK/Select key to confirm your choice or selection.

Microphone
Press the Microphone key to switch between setting the microphone to on and to off.

Volume
Press + or - on the Volume key to adjust the codec volume.

Mute
Press and hold the - button to mute an incoming call.

Presentation
Press the Presentation key to show or hide a presentation.

Zoom
Press + or - on the Zoom key to zoom the camera in and out.

Phone book
Press the Phone Book key to display the phone book.

Layout
Press the Layout key to display the layout menu, then select a view in the menu.

Home
Press the Home key to go back to the Home menu.
Call key
Press the Call key to place a call, and to accept an incoming call.
Use the Call button as a shortcut to Recent Calls when the Call menu is not visible.

Clear
Press the Clear key to remove characters in a text field.

End call / Standby
Press the End Call key to reject an incoming call, to end an ongoing call or—when idle—to go into standby mode.
When navigating in the menu the key is used to exit the menu system.
Press and hold this key to have the system enter standby mode.

Waking up the system
To wake up the system just pick up the remote control or press any key. You may have to point the remote control toward the system/camera to make sure it discovers you.

Home key
Press the Home button to open the Home menu on screen.

Rubber line sensors
When you pick up the remote control and touch the rubber line sensors along the sides of the remote control, the system wakes up.

Alphanumeric keypad
The keypad behaves in a similar way to the keypad on a mobile phone.

0-9, a-z, period (.), @, space, *
Press a key repeatedly to toggle between the options displayed on that key.

IR sensor range (DIP switch setting)
The IR sensor has a short and long range. When video conference systems are placed close to each other, you may find it convenient to use the short range to avoid interfering with the other systems.
Open the battery cover and remove the batteries to set the DIP switch.

- Short range (1 m / 3 ft): Move the DIP switch down.
- Long range: Move the DIP switch up.

abc/123 
Press and hold the # key to toggle between lower and upper case characters and numbers (depending on context).

Press the Clear key to remove characters in a text field.

Press the Home button to open the Home menu on screen.
The on-screen menu system

You can find a complete description of the menus in the user guide and administrator guides.

The Home, Settings and Administrator settings menus are explained in the user guide for your product.

The Advanced configuration menu is explained in the administrator guide for your product.

We strongly recommend that you set a password to restrict access to the Administrator Settings menu.

The Home menu

- **Call**: Menu for making calls.
- **Presentation**: Select a presentation source.
- **Camera control**: Control the camera settings.
- **Settings**: Configure the system.

The Settings menu

- **Layout**: Select screen layout, including self view.
- **Main source**: Select the main video source.
- **Call settings**: Configure the default bit rate and auto answer settings.
- **Languages**: Select the preferred menu language.
- **Date and time**: Configure date and time settings.
- **Sounds and alerts**: Select a ring tone, the ring tone volume and key tone.
- **Wallpaper**: Select the background picture for the screen.
- **System information**: See an overview of the system configurations.
- **Administrator settings**: Configure the administrative settings.
- **Restart**: Select this option to restart the system.

The Administrator settings menu

- **Programmable softbuttons**: User defined softbuttons for selecting main video source, camera presets or speed dial.
- **Audio input levels**: Set the audio input levels for the microphones connected to the system.
- **Provisioning**: Connect your system to the WebEx subscription-based service for video calls.
- **Set menu password**: Set or change the menu password.
- **Pairing**: Change the pairing setup.
- **Advanced configuration**: Configure the system settings.
How to use the web interface

The basic principles of navigating your video conference system’s web interface and setting parameters are illustrated below.

You open the web interface by entering your system’s IP address in the address bar of a web browser; then sign in.

Recommended browsers: The latest releases of Internet Explorer, Mozilla Firefox, Opera, Chrome or Safari are recommended.

The administrator guide for your product describes in detail how the web interface is organized, and the settings it provides access to.

The main menu
The main menu opens when you have successfully signed in to the system.

The Configuration sub-menu
A sub-menu opens when you move the mouse over the main menu item.

The System Configuration page
When you click a sub-menu item the corresponding page opens. You can perform different tasks from that page.

Input text
Enter text in the input field, and click Save to confirm the change.

Select a value
Click the arrow to open the drop down list. Select a value.
The System Configuration page on the web interface

You open the web interface by entering your video conference system's IP address in the address bar of a web browser; then you sign in.

When signed in, you can open the System Configuration page from the Configuration menu.

You can access all configuration settings from this page.

All settings are not available on all products; therefore the folders shown to the right may or may not be present on your system.

You can find a complete description of the web interface and the settings in the administrator guide for your system.

The System configuration menu

The settings are arranged with the following top level categories:

- **Audio**: Settings for microphones, audio outputs, echo control, volume, sounds, alerts, and more.
- **Cameras**: Settings for focus mode, brightness, whitebalance, backlight compensation, options like flip and mirror, and more.
- **Conference**: Conference settings like transmit and receive bit rates, bandwidth allocation, incoming call handling, encryption, packet loss resilience and far end control.
- **Experimental**: Experimental settings are likely to change in future releases. They can be used 'as is' and are not fully documented.
- **FacilityService**: Setting up speed dial buttons for facility services, e.g. Helpdesk.
- **GPIO**: Definition of the GPIO pins.
- **H323**: All H.323 protocol settings.
- **Logging**: Set logging mode (not applicable in this software version).
- **Network**: IP, VLAN and QoS settings.
- **NetworkPort**: Enable/disable the codec's second Ethernet port.
- **NetworkServices**: Enable/disable the network services: Multiway, Telnet, SSH, HTTP, HTTPS, SNMP, H323, SIP and NTP.
- **Phonebook Server**: Phonebook type and location.
- **Provisioning**: Settings for provisioning mode, manager address and protocols and methods.
- **RTP Port Range**: RTP port numbers.
- **Security**: Settings for an audit server and error logging.
- **SerialPort**: Enable or disable the serial port, and set its baud rate.
- **SIP**: All settings for the SIP protocol.
- **Standby**: Configure when the system should enter standby and how it should behave when entering/leaving standby mode.
- **SystemUnit**: Settings like system name and type, and menu language selection.
- **Time**: Date and time settings.
- **User Interface**: Touch controller settings.
- **Video**: Settings for video sources and monitors, and video display set-up and layout.
Cisco VCS provisioning

When using the Cisco VCS (Video Communication Server) provisioning, a template containing all the settings that can be provisioned must be uploaded to Cisco TMS (TelePresence Management System). This is called the Cisco TMS provisioning configuration template.

All the advanced settings for your video system are included in this template. All settings except System Unit Name and SIP Profile [1..1] URI can be automatically provisioned to the video system.

The advanced settings are described in the administrator guide for your video system. Examples showing either the default value or an example value are included.

Read the Cisco TMS Provisioning Deployment Guide to find out how to upload the file to Cisco TMS, and how to set the desired values for the parameters to be provisioned. If not set by Cisco TMS, the default values are used.

Downloading the provisioning configuration template

You can download the templates here:
- C Series: C Series Release Notes
- EX Series: EX Series Release Notes
- MX Series: MX Series Release Notes
- Profile Series: Profile Series Release Notes
- SX20 Quick Set and Quick Set C20: Quick Set Series Release Notes

For each software release there is one provisioning configuration template for every video system model. Make sure to download the correct file.
User documentation on the Cisco web site

User documentation for Cisco TelePresence products can be found on http://www.cisco.com/go/telepresence/docs.

Depending on which product you have, select the following in the right pane:

**Codec C Series:**
- TelePresence Integration Solutions
  > Cisco TelePresence Integrator C Series
  Or go to www.cisco.com/go/cseries-docs

**EX Series:**
- Smart Desk Endpoints
  > Cisco TelePresence System EX Series
  Or go to www.cisco.com/go/ex-docs

**MX Series:**
- Collaboration Room Endpoints
  > Cisco TelePresence MX Series
  Or go to www.cisco.com/go/mx-docs

**Profile Series:**
- Collaboration Room Endpoints
  > Cisco TelePresence Profile Series
  Or go to www.cisco.com/go/profile-docs

**SX20 Quick Set and Quick Set C20:**
- TelePresence Integration Solutions
  > Cisco TelePresence Quick Set Series
  Or go to www.cisco.com/go/quickset-docs

**Document categories**

For each product you can find the documents under the following categories:

**User guides:**
- Maintain and Operate | End-User Guides

**Quick reference guides:**
- Maintain and Operate | End-User Guides

**Installation guides:**
- Install and Upgrade | Install and Upgrade Guides

**Getting started guide:**
- Install and Upgrade | Install and Upgrade Guides

**Administrator guides:**
- Maintain and Operate | Maintain and Operate Guides

**API reference guides:**
- Reference Guides | Command references

**Physical interface guides:**
- Maintain and Operate | End-User Guides

**Regulatory compliance and safety information:**
- Install and Upgrade | Install and Upgrade Guides

**TC software release notes:**
- Release and General Information | Release Notes

**TC software licensing information:**
- Release and General Information | Licensing Information

**Video conferencing room guidelines:**
- Design | Design Guides

**NOTE:** All products do not have all types of user documentation.
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