In a call, you may share a source connected to your video system. To share a source, make sure the source is connected and active. Otherwise, the Presentation button will not appear. Tap Presentation (). Then tap Present () to start sharing contents.

Tap Present followed by Stop Presenting to stop sharing contents.

Assume that you are in a call and that someone else calls you.

You may now accept and put the current on hold; accept and end current; decline the incoming call; or just ignore it. If you put someone on hold, tapping Resume will enable you to:

- Tap Swap to put the other on hold instead.
- Tap Transfer to connect the one on hold to somebody else.
- Tap Join to include the one on hold in the current call in order to turn it into a conference, or to expand an ongoing conference. This is an optional feature.

Note that if you have set up a conference by means of the Join feature, each participant must actively disconnect own equipment when the conference is over.
To set ringtones and sound, tap More (1) followed by Settings (2). Then tap Ringtone & Sound Settings (3).

You may deactivate the microphone for privacy reasons, if needed (1). Tap as outlined (2) to adjust the sound volume.

When set to Do Not Disturb, ringtones are muted and incoming calls are shown as missed calls when you deactivate it. You may, however, place calls as much as you like. To activate this feature, press the icon in the upper left corner. Press again to deactivate.

You may also hide the Do Not Disturb poster by tapping Hide.

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You may be urged to enter touch tones (DTMF) during a call, typically to reach extensions or to provide a pin code. Tap Touch Tones.

In a call, tap Touch Tones (1). Use the touch tone keypad (2). Tap anywhere outside the pad to exit, when finished.

Set Keytones to On or Off, the Ringtone volume and select the ringtone of your choice. Tap Exit to go back.

Read more in the complete user guide, available separately for download.

Tilt the camera so that it points towards the table top to use it as a document camera. The image is automatically turned upside down to compensate.

To check how you appear on the screen, either tap the Selfview icon (1), or if you want to adjust the focus tap More (2) followed by Focus Camera (3).

Tilt the camera to obtain the best view.

Tip! Tilt the camera so that it points towards the table top to use it as a document camera. The image is automatically turned upside down to compensate.

To clear History, scroll as outlined beyond what appears to be the top of the list. A Clear List button will then appear.