Briefing room set-up (page 1 of 3)

Introduction

The briefing room set-up is designed to provide easy set up, management and use of a room for education, training or similar.

The set-up is tailored around the following room modes:

- Local Presenter (the presenter is in the room)
- Remote Presenter (the presenter is calling in)
- Discussions (for discussions between different sites with local presenter in the room)

Required equipment

Codec

SX80 codec with Touch 10 user interface.

Displays

Three displays. They are referred to as Presentation display, Remote presenter display, and Remote audience display (see blue print to the right).

Cameras

Two cameras. They are referred to as Audience camera, and Presenter camera (see blue print to the right). We recommend the Cisco TelePresence SpeakerTrack 60 camera assembly as Audience camera, but a single camera can also be used. We recommend Cisco TelePresence Precision 60 as Presenter camera.

Microphones

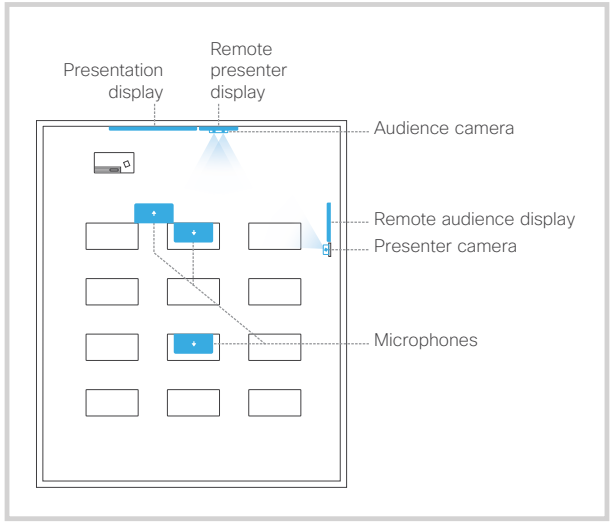
We recommend Audio Science microphones for good coverage of the room. Other microphone solutions can also be used.

Speakers

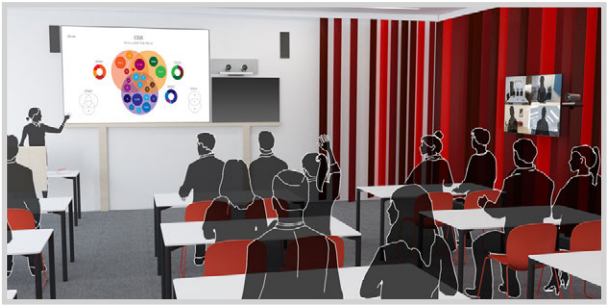
We recommend good quality stereo speakers placed next to the Presentation and Remote presenter displays as illustrated.



Briefing room set-up



Briefing room blue print



Local Presenter



Remote Presenter



Discussions

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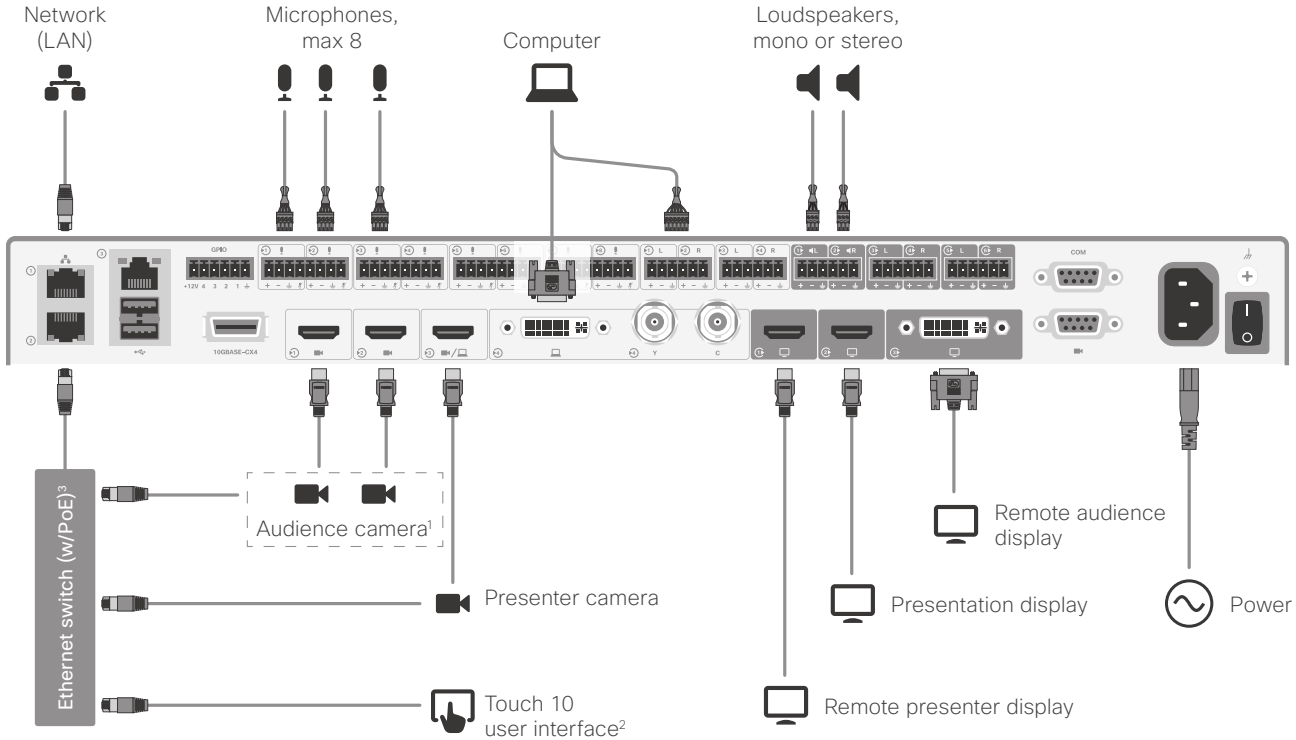
Briefing room set-up (page 2 of 3)

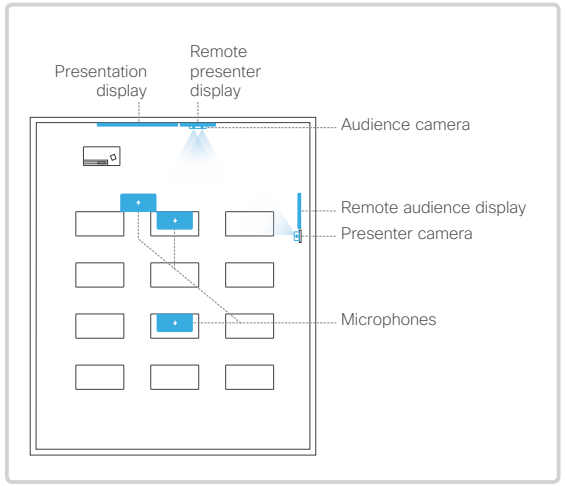
Connecting cables

It is very important to connect the cameras and monitors to the codec as illustrated; otherwise the configuration that is pushed to the codec when selecting the *Room Types > Briefing* will not match your actual set-up.

About the network ports

SX80 has three network ports. Network port 1 is reserved for the connection to LAN, while Network ports 2 and 3 should be used for the cameras and the Touch 10 user interface.





[1] If the Audience camera unit is a single camera, you should use camera input 1 for the Audience camera and camera input 3 for the Presenter camera.

[2] If the Ethernet switch does not provide Power over Ethernet (PoE), you need a mid-span PoE injector for Touch 10. Refer to the ▶ Connecting the Touch 10 user interface appendix for more information.

[3] The Ethernet switch may be connected to either Network port 2 as illustrated, or to Network port 3. It cannot be connected to Network port 1.

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Briefing room set-up (page 3 of 3)

Configure the codec

1. Open a web browser and enter the IP address of the video system in the address bar.

   To find the IP address (IPv4 or IPv6), open the *Settings*[*] menu on Touch 10 and tap *System Information*.

2. Go to *Configuration > Room Types*.

3. Click the *Briefing* thumbnail to push the corresponding configuration to the codec.

   Note that the cameras and displays must be connected as described in Connecting cables on page 137.

Change room mode while in a conference

These are the pre-defined modes for the Briefing room:

- Local Presenter (the presenter is in the room)
- Remote Presenter (the presenter is calling in)
- Discussions (for discussions between different sites with local presenter in the room)

Switching from one mode to another implies changing the camera input sources and changing the remote and local screen layouts.

Switch to another room mode

While in a conference, you can switch to another mode using the Touch 10 user interface.

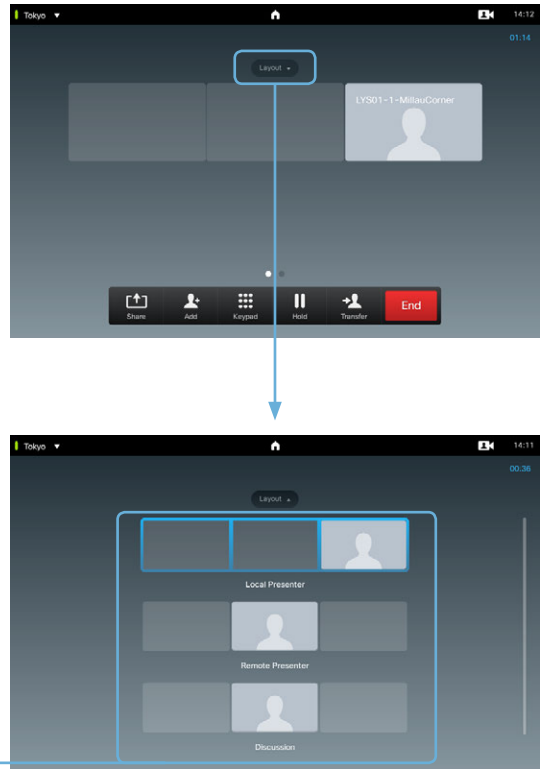
1. Tap *Layout* on Touch 10.
2. Tap the thumbnail that represents the mode you want to change to.

Switching room modes automatically

The following situations cause an automatic mode change:

- When you start to share a presentation locally, the system will automatically change to the Local Presenter mode.
- When the far end starts to share a presentation, the system will automatically change to the Remote Presenter mode.

Note the following exception: The room mode will not change automatically if the current mode is Discussions.



Room mode thumbnails

[*] The *Settings* menu can be accessed from the drop down window that appears when you tap the contact information in the upper, left corner of the Touch 10 user interface.

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