

CHAPTER 13

Equipment Care and Cleaning

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Contents

The following sections contain cleaning and care information for your Cisco TelePresence System.



Warning

Only trained and qualified personnel should install, replace, or service this equipment.

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Maintaining the Tabletop (CTS 3000 and CTS 3200 Series)



Caution

Waxing or rubbing the surface with any type of abrasive is not recommended.

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Cleaning Wood Surfaces

To avoid the build-up of dirt, dust all wood surfaces on a regular basis. This should be done with a soft, lint free cloth, slightly moistened with water only. Wipe lightly in the direction of the wood grain and dry immediately with another cloth. Remember to wipe lightly as dust is abrasive and can cause fine scratches.

Should a more thorough cleaning become necessary, use a very mild liquid detergent at 1 teaspoon per quart (5 ml per liter) of lukewarm water. Wipe with a soft, lint free cloth in the direction of the wood grain. Follow this with a cloth dampened with rinse water and then wipe dry with a third cloth. A quality glass cleaner could be used as an alternative to the soapy water.

Avoid using waxes or polishes of any kind, especially those containing silicone.

Protecting Wood Surfaces

Always use felt backed desk pads and coasters as well as felt pads under your office equipment. Avoid leaving any plastic materials in one spot on a wood surface for any prolonged periods.

Blot, do not wipe, any liquid spills as soon as possible and follow this with the dusting procedure mentioned above.

Never expose wood surfaces to extremes of temperature or humidity. Do not place near heaters, vents or open windows. All natural wood products will change color over time due to exposure to light. Avoid placing your wood surfaces in direct sunlight and occasionally move the objects on the surface around, to assist with an even aging of the wood.

- **For general daily care**—Use a dampened cloth with clean water.
- **To remove dirt**—Use a mild soap and water solution. Wipe off with clean water afterward to remove the soap.
- **To remove ink marks**—Rub the stained area with a pencil eraser.
- **To polish the tabletop**—Use lemon oil.



Note

Lemon oil is not recommended for daily use.

Cleaning the Main Display Screen

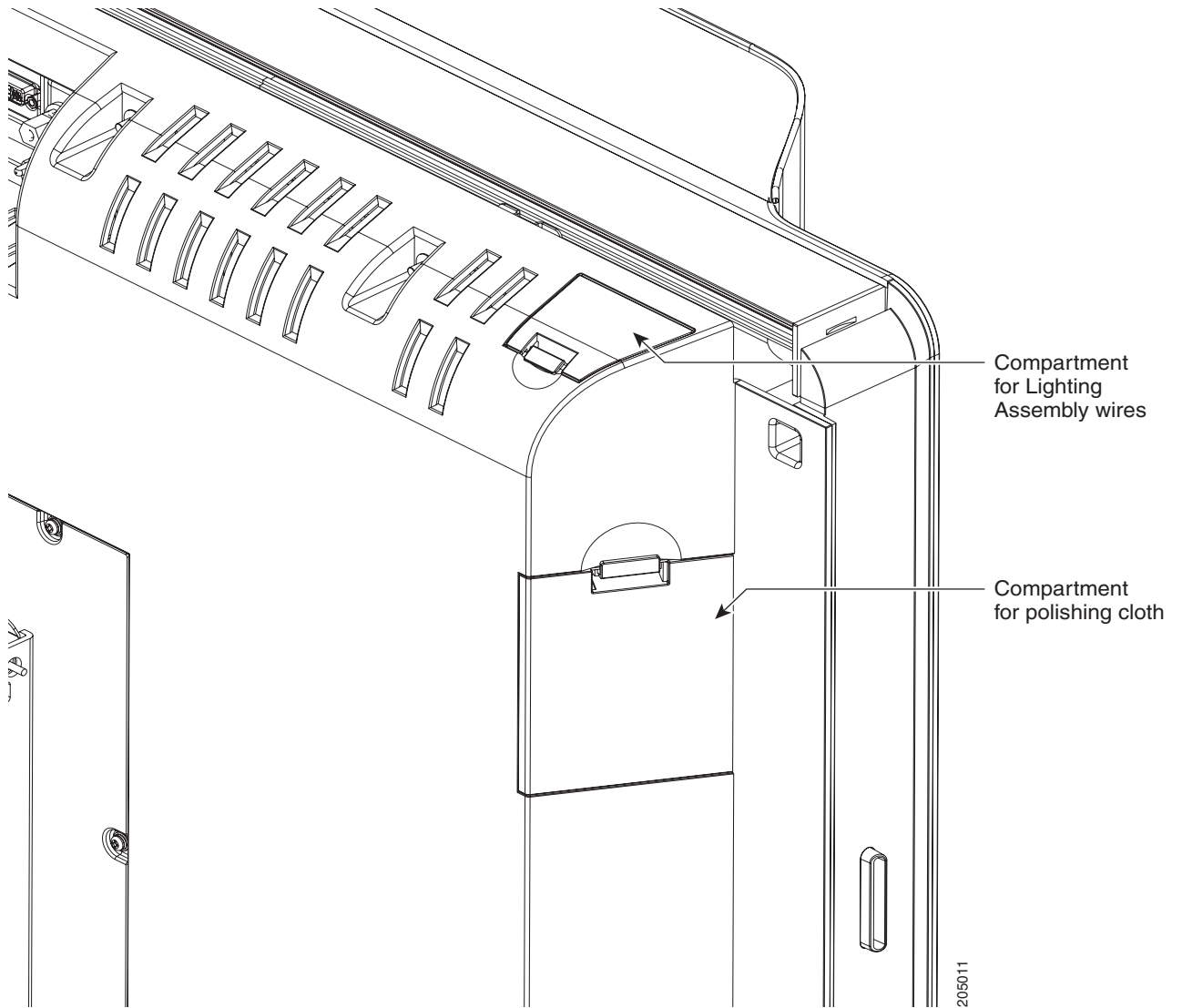
The main displays require special consideration when cleaning. Wipe the panel surface gently using only a cleaning cloth or a soft, lint-free cloth. If the surface is particularly dirty, wipe with a soft, lint-free cloth which has been soaked in pure water or water to which a small amount of neutral detergent has been added, and then wipe it evenly with a dry cloth of the same type until the surface is dry.

Table 13-1 describes information about the recommended micro-fiber polishing cloth that comes with some CTS models.

Table 13-1 Recommended Polishing Cloth

| CTS Device | Included | Part Number | Description |
|-----------------|----------|-------------|--|
| CTS 500 | Yes | 51-5266-01 | Located in a compartment on the side of the main display. Figure 13-1 shows the polishing cloth compartment. |
| CTS 1000 | No | | Can be ordered through your Cisco representative. |
| CTS 1100 | Yes | | Included in the assembly kit. |
| CTS 1300 | Yes | | Included in the assembly kit. |
| CTS 3000 Series | No | | Can be ordered through your Cisco representative. |
| CTS 3200 Series | No | | Can be ordered through your Cisco representative. |

Figure 13-1 Polishing Cloth Compartment



Cleaning the Camera Lens


Caution

Do not touch the camera assembly. If the camera assembly needs servicing, please contact your CTS administrator for help. After cleaning, the CTS administrator will need to realign the camera.

Maintaining the Projector

Refer to the projector user guide that was included with your projector for maintenance issues such as cleaning the projector lens or replacing the projector lamp.