**Microphone** turns your microphone on and off.

**Volume + and –** adjusts the system volume.

**OK/Select:** Press the key to confirm your choice or selection. Use Arrow keys to navigate. When the menu is closed, use Arrow keys to move the camera.

**Home:** Press the Home key to show the menu on screen.

**Phone book:** Press the Phone Book key to display the local directory.

**Press Call** to place a call.

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

**Switch to PC** (default). Press once more to switch back to Main Camera. Open Presentation menu, to select other sources.

**Use Zoom + and –** to zoom the camera in and out.

**Function keys:** Enable shortcuts and advanced functions. Each key corresponds to a soft key on screen.

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

**Press the End call/Standby key** to end a call, or when idle, press and hold the key to go into standby mode.

**Alphanumeric keypad:** Use the keypad to enter letters or numbers, similar to a cellular phone key pad

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

- **abc/123 #:** Press the # key to toggle between touch tones mode (long press), lower case characters and numbers.

**Use the pound key** to enter touch tone (DTMF) mode (in a call). Press OK when done.

**abc/123:** When entering text, change between capital and lower case letters. Hold to change between Character/Numeric mode.

**Waking up the system**

Grab the remote control and make sure your hand touches the rubber line sensors going along both sides of the remote control.

or: Touch **any key** on the remote control.

*May be an option on select products*
## How to:

### Activate the system
Picking up the remote control activates the system. The system will automatically go to Standby mode when it is not in use. It is still possible, however, to receive incoming calls.

### Mute the microphone
Press the “Mic Off” key on the remote control. A mute icon will appear in the bottom right of the screen. Press the “Mic Off” key on the remote control. The mute icon will disappear from the screen.

### Place a call
Dial a number and press the “Call” key to place a call. You can also use the Phone Book facility to select contacts to call.

### Control your camera
When the menu is closed, use the arrow keys on the remote control to control your camera.
If the menu is displayed, choose the Camera Control facility in the menu and press “OK/Select” to control the camera. Press “OK” when done. Use the “Zoom” key to zoom the image in and out.

### Answer an incoming call
To accept an incoming call, press “OK” or the “Call” key on the remote control. Press the red “End Call” key to reject an incoming call.

### Select video sources
Press the “Presentation” key to show your PC (default). Press again to switch back to Main Camera (default).
To select other video sources, select the Presentation facility in the menu.

### End a call
Press the “End Call” key to end a call. Press the “End Call” key once more or OK to confirm.

### Adjust the volume
Use the volume key to increase or decrease the volume. A volume bar appears at the top of the screen.

### Help desk contact information

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