

Visual Concert DC User Guide

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energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- · Reorient or relocate the receiving antenna
- · Increase the separation between the equipment and receiver
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected
- · Consult the dealer or an experienced radio/TV technician for help.

Modifications

The FCC requires the user to be notified that any changes or modifications made to this device that are not expressly approved by Polycom, Inc. may void the user's authority to operate the equipment.

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CAUTION

This Class B digital apparatus meets all requirements of the Canadian Interference Causing Equipment Regulations.

ATTENTION

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Notice for Customers in European Countries

ACHTUNG

Dieses Gerät entspricht den Bestimmungen der EG-Direktive 87/308/EEC zur Störungsunterdrückung. Lärmemission kleiner 70 dBA.

EC Declaration

The Visual Concert DC is in conformity with the following directive and standards:

Low Voltage Directive 73/23/EEC and 93/68/EEC

Safety standards: EN60950/1992 +A1+A2/1993 +A3/1995 +A4+A11/1997

EMC Directive 89/336/EEC, 92/31/EEC and 93/68/EEC

EMC standards: EN55022/1998Class B

EN55024/1998

EN61000-3-2/1995 +A1+A2/1998

EN61000-3-3/1995

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SL14DX

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Introduction

Thank you for purchasing the Visual Concert™ DC. The Visual Concert DC lets you send high-quality, high-resolution pictures from Polycom ViewStation, ViewStation SP, ViewStation FX, and VS4000 models. The images are displayed on the television monitor and any connected XGA or SXGA [(S)XGA] device at the near site. You can focus and adjust the image and then send it to the far sites for viewing.

The ViewStation and ViewStation SP models support high-resolution images of 704 x 576 (ANNEX D). The ViewStation FX and VS4000 support higher resolution images of 1280 x 1024.

Visual Concert DC features include:

- High-resolution images
 The 1,300,000 pixel CCD camera captures images and separates them into red, green, and blue (RGB) signals for output. This provides better and more detailed images, which make fine characters more legible than conventional document cameras.
- Easy network connection.
 An Ethernet interface (10Base-T) lets you connect the Visual Concert DC to either the Internet or a local area network (LAN).
- Full-sized input of U.S. letter-sized sheets.
 You can easily display a U.S. letter-sized sheet of paper (8 &1/2 by 11 inches) in either a vertical or horizontal position.
- Ability to write images to and read images from a PCMCIA card. You can display an image on the Visual Concert DC and store that image in a JPEG or bitmap (BMP) file on a PCMCIA card. You can also display images that are stored in JPEG or bitmap (BMP) files on a PCMCIA card.
- Image transmission.
 The Visual Concert DC captures 15 frames per second when transmitting images.
- Variety of features for high quality images and easy video presentations.

Features include white balance, auto focus, color compensation, gamma compensation, image inversion, and an electronic zoom up to 4X. In combination with the optical 6X zoom, you can obtain a maximum of 24X zoom.

- Display of transparent and opaque materials.
 The Visual Concert DC lighting supports the capture of images from both transparent and opaque originals.
- Easy, menu-based mouse operation.
 You have easy, mouse-based access to the Visual Concert DC menu. From the menu, you select the features to use. The menu is displayed on the ViewStation's television monitor.
- Use of NTSC or PAL on the ViewStation's television monitor.

Ways to Use the Visual Concert DC

The Visual Concert DC is a high-quality, high-resolution document camera that you can use in numerous ways. This section highlights some of the different ways you can use the Visual Concert DC either stand-alone, with a ViewStation or ViewStation SP, or with a ViewStation FX or VS4000.

Use the Visual Concert DC as a Stand-alone Device

Although the Visual Concert DC can be used with Polycom ViewStations, you can also use the Visual Concert DC stand-alone for different tasks.

- Conduct a Microsoft PowerPoint presentation both locally and remotely.
 - Save the PowerPoint presentation as a series of JPEG images on a PCMCIA card. Then, use the PCMCIA card in the Visual Concert DC PC card slot to locally display the presentation on a projector that is attached to the Visual Concert DC.
 - The presentation can also be viewed both locally and remotely using the Visual Concert DC web interface. The presentation is composed as snapshots, not live images.
- Save images to and retrieve images from a PCMCIA card.
 You can store image files on a PCMCIA card and display them on the Visual Concert DC.
 - You can also save an image in a file on a PCMCIA card. You can then take the PCMCIA card to a notebook or desktop computer and save the file on the hard drive. You can place the image file in a PowerPoint presentation or document, or on a web page.

- Present high-resolution images locally. For example, you can connect a:
 - Projector, and display the Visual Concert DC images on a wall
 - (S)XGA monitor, and view the images on the monitor.

The Visual Concert DC offers the following connection options:

Good: Composite output

Better: S-video connection

Best: RGB connector

Conduct a Visual Concert DC web conference.

Using the Visual Concert DC web interface, you can conduct a web conference by having participants join an audio conference. You can have up to 12 conference participants enter the IP address of the Visual Concert DC in their web browser to view the Visual Concert DC presentation in their browser window. For example, a product manager might be on a telephone (audio) call talking to an industrial design company, which is designing a prototype. The design company could use the Visual Concert DC to display the prototype and discuss it. The product manager could view the prototype using the web interface and decide whether changes had to be made. The high-resolution image lets you clearly see the details of the image. The prototype can be moved around in order to see different angles.

Because the Visual Concert DC provides such a high-quality, high-resolution image, you can view a variety of items, including:

- 3-dimensional objects
- X-ray film
- Circuit boards
- Graphics
- Documents.

If you view the image through the Visual Concert DC web interface, you can save an image file of the displayed image to your personal computer as a JPEG or bitmap (BMP). It is possible to capture 1280 x 960 images on the PC from the Visual Concert DC web interface.

Use the Visual Concert DC with a ViewStation

You can use the Visual Concert DC with any ViewStation model. On ViewStation and ViewStation SP models, the ViewStation supports high-resolution images at four times a full CIF resolution, which is 704 x 576 (ANNEX D).

Video Conference: Using the Visual Concert DC while in a video conference lets you display multiple images of an object, including 3-dimensional objects,

circuit boards, and prototypes.

You can easily move the object and show its different sides and angles. For documents such as specifications or blueprints, you can easily highlight sizes and dimensions and

discuss any changes.

Web Interface: Attach the Visual Concert DC to the

> ViewStation using an IP connection. Press the PREVIEW/SNAPSHOT button on the front of the Visual Concert DC once to preview the image before sending it out. Press the button again to send the image to the web interface.

Up to twelve people can log into the Visual Concert DC web interface and view the images.

Pen Tools:

The Visual Concert DC provides Pen tools that let you easily draw lines on the image you are displaying. For example, you can circle and point out areas on an X-ray for discussion. You can mark up and change sales brochures and cards you are writing. And you can highlight areas of a circuit board while explaining how to disassemble and assemble the board to a technician in the field. For more information, see "Draw on the Visual Concert DC Screen" on page 83.

In addition to using the Pen tools, you can place a piece of transparent film on top of the Visual Concert DC glass and then draw directly on that.

Use the Visual Concert DC with a ViewStation FX or VS4000

You can use the Visual Concert DC with a ViewStation FX or VS4000 and provide high-quality, high-resolution images (1280 x 1024).

With the ViewStation FX or VS4000, you can perform the same tasks as you can with the other ViewStation models. For more information, see "Use the Visual Concert DC with a ViewStation" on page 4.

In addition, you can connect the Visual Concert DC to the Visual Concert FX using the VGA cable. This provides dual stream mode and live graphics.

Using the image capabilities of the ViewStation FX or VS4000, you can transmit live motion images on the stage (glass) of the Visual Concert DC. To do so, use the slide button on the ViewStation FX remote or the PLAY button on the VCFX. Do not use the PREVIEW/SNAPSHOT button on the front of the Visual Concert DC. For more information about the VCFX, see the *Visual Concert FX User Guide*.

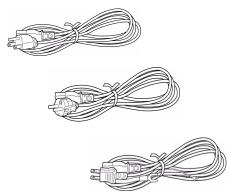
What's in the Box

The Visual Concert DC box contains the following items. If an item is missing, contact your dealer.

1 Visual Concert DC



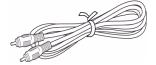
 3 power cables. The shape of the power cables might vary, depending on the country in which you purchased the Visual Concert DC.



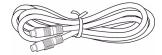
1 two-button mouse



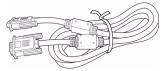
• 1 RCA 7-foot video cable



1 6-foot S-video cable



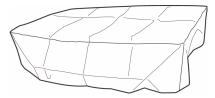
• 1 6-foot D-sub 15-pin cable



2 packages containing fluorescent lamps (FPL13EX-N)



1 dust cover



 1 CD, which contains the ViewStation software and documentation.



Requirements and Setup

This section describes:

- The ViewStation requirements for using the Visual Concert DC
- An overview of connecting the Visual Concert DC to a ViewStation
- Considerations for using an (S)XGA device compared to using the television monitor attached to the ViewStation
- Information about optional remote control interfaces.

ViewStation Requirements

To use the Visual Concert DC, you must have the following software installed:

- ViewStation FX and VS4000: Version 4.0 or higher supports 1280 x 1024
- ViewStation and ViewStation SP models: Version 7.0 or higher
 supports 704 x 576 (ANNEX D).

Use an (S)XGA Device

There are several items to consider when attaching an (S)XGA device to the Visual Concert DC. XGA resolution is 1024 x 768. SXGA resolution is 1280 x 1024.

You can attach an (S)XGA projector to the Visual Concert DC and display the image to a large room of people.

By default, the Visual Concert DC displays a menu on the ViewStation monitor. If you use an (S)XGA device, you can also display a menu on the (S)XGA device. The (S)XGA menu and television monitor menu are different. The television monitor menu has the following items that are not available on the (S)XGA menu:

- Video out lets you choose between NTSC or PAL
- Network Setup network setup that is customized for Polycom
- Polycom Setup Polycom setup that is customized for Polycom settings
- Menu on lets you choose between displaying the television monitor menu (TV) or the (S)XGA device menu (SXGA).

Note Although the Video out and Menu on items are not on the (S)XGA device menu, you can change the settings using the (S)XGA device. To change the settings, select Setup on the (S)XGA menu. The Power On Settings screen is displayed. Make your changes on the screen, click Save, and then click Exit.

The (S)XGA menu has a Setup icon that is not available on the television monitor menu. Setup lets you access three screens:

- Power On Settings
- Network Settings
- Additional Settings.

These three screens are described in more detail in the following sections.

If a specific setting is available on both the television monitor menu and (S)XGA device menu, and you change the setting from one menu, the change is reflected on the other menu also.

Note When you set up the Visual Concert DC, it is recommended that you use the menu on the television monitor, regardless of whether you have an (S)XGA device connected. You can use the menu on the (S)XGA device at any other time to change various settings, such as light settings, gain, white balance, color, and so on.

Power On Settings Screen

The Power On Settings screen lets you define the values for many options, such as the lights setting, gain, and white balance, and then save the settings as defaults for the next power on. You can also define and save the same values using the television monitor menu, except for the JPEG quality setting.

To set the JPEG quality, you must use the Power On Settings screen. Access the screen using the Setup icon on the (S)XGA device menu. The JPEG quality values can be:

- Normal (1/8), which is the default
- Basic (1/16)
- Draft (1/32)
- Fine (1/4).

To adjust the JPEG quality for video communications, you must connect an (S)XGA device to the Visual Concert DC.

Network Settings Screen

The Network Settings screen lets you define various network properties, including TCP, ViewStation, and web properties. You can also define most of the same values using the television monitor menu. The exceptions are the following check boxes on the Network Settings screen:

- Enable Network
- Read Only (FTP, WEB: disable Write/Control)
- Enable FTP Client.

To change any of these three settings, you must connect an (S)XGA device to the Visual Concert DC. If you do not attach an (S)XGA device, the Visual Concert DC uses the default settings for these check boxes.

Additional Settings Screen

The Additional Settings screen lets you change the following settings:

- Date and time
- Power save timer
- Slide interval timer
- File type and size
- Popup 3rd button.

To change any of these settings, you must connect an (S)XGA device to the Visual Concert DC.

Usually, you do not need to change these additional settings. The settings are mainly used if you are using an RS-232C connection and a console. In this environment, you would have an (S)XGA device connected to the Visual Concert DC.

Optional Remote Control Interfaces

You can optionally use the REMOTE connector on the back of the Visual Concert DC to connect optional remote control interfaces.

Visual Concert DC Control Panels

Figure 1-1. shows the Visual Concert DC and points out the two control panels. The front control panel is shown in Figure 1-2. The back control panel is shown in Figure 1-3.

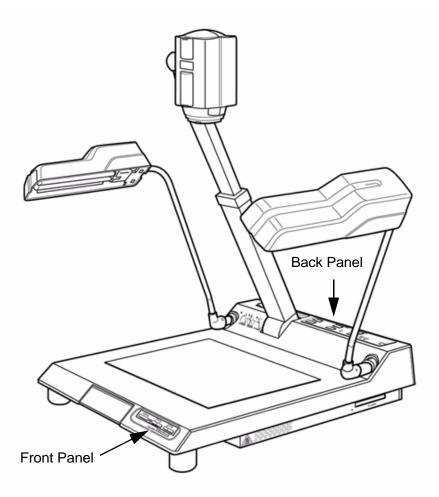


Figure 1-1. Visual Concert DC Main Unit

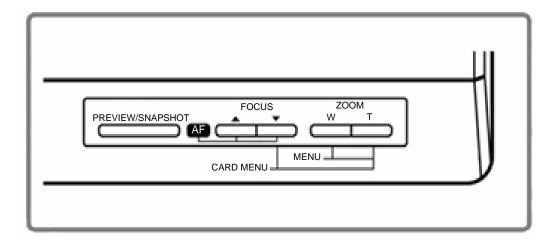


Figure 1-2. Visual Concert DC Front Panel

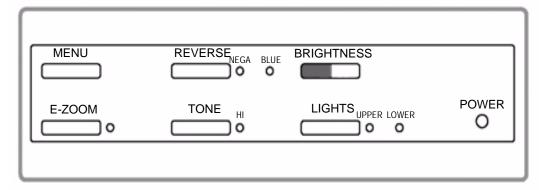


Figure 1-3. Visual Concert DC Back Panel

Set up the Visual Concert DC

This chapter describes how to set up the Visual Concert DC. The following highlights the setup tasks.

- Connect the Cables to the Visual Concert DC (page 16):
 - Connect the mouse and power cable to the Visual Concert DC
 - Connect the network connection cables
 - Connect the S-video cable from the Visual Concert DC to the ViewStation
 - Optionally, connect an (S)XGA device to the Visual Concert DC
 - Optionally, use the REMOTE connector on the back of the Visual Concert DC to connect optional remote control interfaces.
- Unfold the Visual Concert DC (page 20)
- Attach the fluorescent lamps (page 26)
- Plug the power cable into an electrical outlet (page 27)
- Define Visual Concert DC setup values (page 29)
- Fold the Visual Concert DC (page 33).

The *Visual Concert DC QuickStart* describes how to set up and configure the Visual Concert DC.

The individual sections in this chapter explain how to complete each task in more detail. The last topic, "Cautions and Considerations for Using the Visual Concert DC" on page 33, provides general information about using the Visual Concert DC.

Connect the Cables to the Visual Concert DC

This section describes required and optional cable connections. The required connections are the minimum ones you need in order to use the Visual Concert DC with the ViewStation FX, VS4000, ViewStation, or ViewStation SP.

All of the connectors on the back of the Visual Concert DC are shown in Figure 2-1.

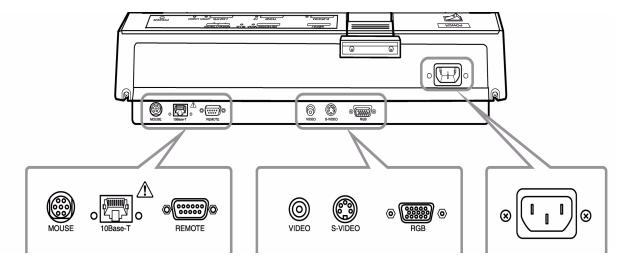


Figure 2-1. Connectors on the Back of the Visual Concert DC

To connect the cables to the back of the Visual Concert DC:

- Remove the Visual Concert DC from the box. Do not remove the packaging foam or unfold the Visual Concert DC until you have connected the proper cables.
- 2. Place the Visual Concert DC on a flat surface.
- 3. Remove the other items from the box. Ensure all of the items have been provided. For more information, see "What's in the Box" on page 6.

4. Connect the mouse to the back of the Visual Concert DC with the arrow mark of the mouse cable facing upward. See Figure 2-2.

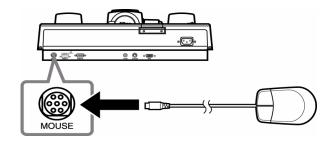


Figure 2-2. Connect the Mouse to the Visual Concert DC

 Connect the power cable to the AC input connector on the back of the Visual Concert DC, as shown in Figure 2-3.
 Do not connect the power cable to the electrical outlet until you have completed all of the other steps.

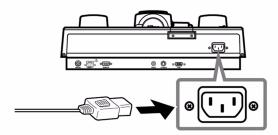


Figure 2-3. Connect the Power Cable to the Visual Concert DC

- Connect the appropriate cables to set up a network connection. You can connect the RJ-45 cable from the back of the Visual Concert DC to:
 - An Ethernet LAN port
 - The blue RJ-45 port on the back of the ViewStation. This configuration is not available for the ViewStation SP.

RJ-45 cables are not provided with the Visual Concert DC. RJ-45 cables are shipped with the ViewStation.

Note When connecting to the blue RJ-45 port on the back of the ViewStation, note that the ViewStation SP, ViewStation FX

and VS4000 support 100Base-T connections, and ViewStations support 10Base-T connections.

For more information about network connections, see the appropriate *User Guide* for your ViewStation model.

- Connect the S-video cable from the Visual Concert DC to the ViewStation. Use the S-video cable that comes in the box with the Visual Concert DC.
 - Power off the ViewStation
 - Connect one end of the S-video cable to the S-Video connector on the back of the Visual Concert DC
 - Plug the other end of the S-video cable into your ViewStation:
 - On the back of the ViewStation FX, plug the other end of the cable into port 3, which is the port for a document camera
 - On the back of the ViewStation, ViewStation SP, and VS4000, plug the other end of the cable into port 2.

For more information about connections, see the appropriate *QuickStart* for your ViewStation model.

Connecting the S-video cable lets you preview the image the Visual Concert DC will send to the far sites on the ViewStation television monitor. This lets you easily focus and zoom the image and adjust various settings. If you connect an XGA or SXGA device to the Visual Concert DC, you can also use that device to focus, zoom, and adjust the image. However, the ViewStation television monitor displays the actual image the far sites will see.

 Optionally, connect an XGA or SXGA device (monitor or projector) to the Visual Concert DC.
 Connect the device using the D-sub 15-pin RGB cable, which is shipped in the box with the Visual Concert DC. Connect the cable to the RGB connector on the back of the Visual Concert DC, as shown in Figure 2-4.

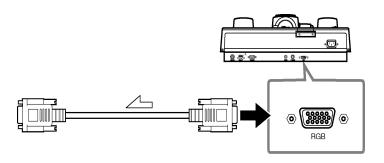


Figure 2-4. Connect an XGA/SXGA Device to the Visual Concert DC

Although an XGA or SXGA device is not required, you might want to use one for video communications. For example, using a projector lets you display the information from the Visual Concert DC to a large room of people. Connecting a monitor lets you preview the image and make adjustments before displaying the image on the local ViewStation television monitor and sending to the far sites.

Using a monitor also lets you specify additional settings that are not available from the television monitor menu. Some settings include JPEG quality, network connection values, date and time, and the power save timer and slide interval timer.

- Optionally, you can use the REMOTE connector on the back of the Visual Concert DC to connect optional remote control interfaces.
- 10. Remove the packaging foam from the Visual Concert DC.

If you are setting up the Visual Concert DC, continue with "Unfold the Visual Concert DC".

Unfold the Visual Concert DC

To unfold the Visual Concert DC:

1. While holding down the stopper, raise the camera head until it is vertical.

Grip the camera arm while raising the camera head. Do not raise the camera head by grasping it. See Figure 2-5.

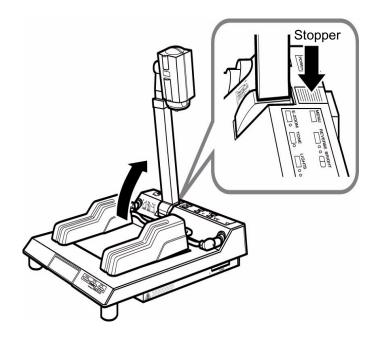


Figure 2-5. Raise the Camera Head

 Raise the light arms and direct the fluorescent lamps toward the document stage, as shown in Figure 2-6. and Figure 2-7.
 Raise the left arm first and then raise the right arm. Do not forcibly rotate the arms beyond their limits.

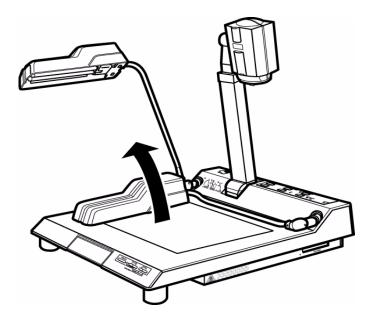


Figure 2-6. Raise the Left Light Arm

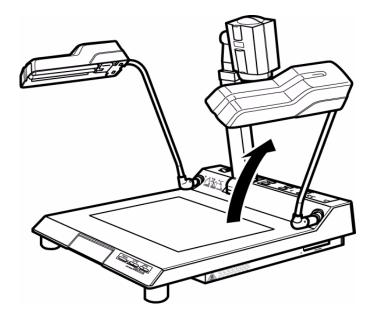


Figure 2-7. Raise the Right Light Arm

- 3. Adjust the position and angle of the camera head.
 - a. Move the camera arm to the shooting position, as shown in Figure 2-8. Do not press the stopper. Grip the camera arm and move it towards the document stage.
 When the camera arm reaches the shooting position, the arm automatically locks in place.

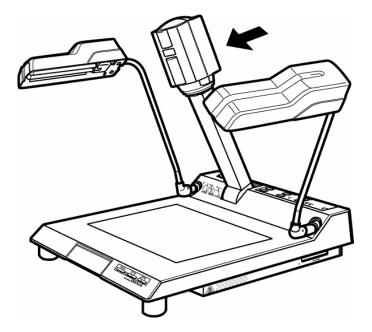


Figure 2-8. Move the Camera Arm to the Shooting Position

b. Extend the camera arm, as shown in Figure 2-9. When you fully extend the camera arm, the arm locks in place. Once you hear a clicking sound, do not extend the camera arm beyond the first click.



Figure 2-9. Extend the Camera Arm

c. Turn the camera head towards the document stage, as shown in Figure 2-10.

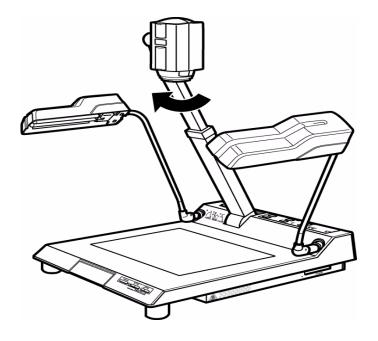


Figure 2-10. Turn the Camera Head Toward the Document Stage

4. Remove the cap from the camera, as shown in Figure 2-11.

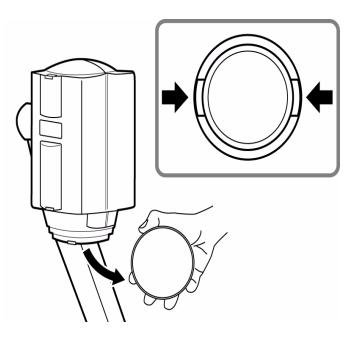


Figure 2-11. Remove the Cap From the Camera

If you are setting up the Visual Concert DC, continue with "Attach the Fluorescent Lamps" on page 26.

Attach the Fluorescent Lamps

Attach the supplied fluorescent lamps to the lamp holders on the light arms. Check that the POWER switch is in the OFF position and the power plug is disconnected from the AC outlet.

To attach the lamps:

1. Insert the fluorescent lamp into the socket of the light stand, as shown in Figure 2-12.

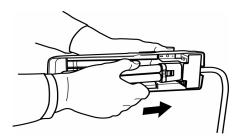


Figure 2-12. Insert a Fluorescent Lamp into the Socket

 While pressing the lamp towards the socket, fit the lamp in the holder, as shown in Figure 2-13.
 You should hear a clicking sound.

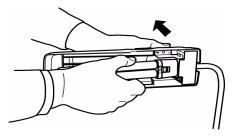


Figure 2-13. Press the Fluorescent Lamp Towards the Socket

3. If you do not hear a clicking sound, press the holder with your fingers as shown in Figure 2-14.

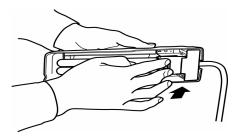


Figure 2-14. Press the Holder With Your Fingers

Be careful that the fluorescent lamp is not damaged by the holder. Ensure the lamp is firmly secured in the socket and holder.

Caution To avoid injury, do not apply excessive force when handling a fluorescent lamp.

If you are setting up the Visual Concert DC, continue with "Connect the Power Cable to the Electrical Outlet".

Connect the Power Cable to the Electrical Outlet

After you complete all of the other connections, connect the power cable to the electrical outlet.

When you connected the cables to the back of the Visual Concert DC, one of the steps was to connect the power cable to the AC input connector on the back of the Visual Concert DC. You can now connect the power cable to the electrical outlet.

- Ensure the power cable is connected to the AC input connector of the Visual Concert DC.
- 2. Depending on the country in which you purchased the Visual Concert DC, the power cable might have a ground wire. If so, connect the ground wire.

3. Connect the cable to an electrical outlet, as shown in Figure 2-15.

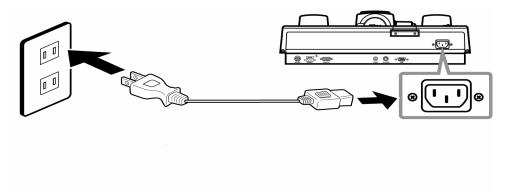


Figure 2-15. Connect the Power Cable

If you are setting up the Visual Concert DC for the first time, continue with "Define the Visual Concert DC Setup Values" on page 29.

Define the Visual Concert DC Setup Values

To define the Visual Concert DC setup values, use the mouse and the menu on the television monitor, instead of the buttons on the control panels of the Visual Concert DC. The mouse is shipped in the box with the Visual Concert DC. The television monitor should already be connected to the ViewStation.

Note If you have an XGA or SXGA device attached to the Visual Concert DC, you can use the menu icons on the device to define setup values. However, it is recommended that you use the menu on the television monitor instead because that menu is customized for Polycom settings, which makes setup easier to complete.

To define the Visual Concert DC setup values:

- 1. Power on the ViewStation and the television monitor.
- To display the Visual Concert DC menu on the television monitor, select the document camera as the video source. Using the ViewStation remote control, press the NEAR button twice to display the video source icons. Make sure the document camera icon is selected. For more information, see the appropriate *User Guide* for your ViewStation model.

3. Using the mouse attached to the Visual Concert DC, move the pointer to the upper 1/5 of the television monitor screen. Click the right mouse button. The television monitor menu is displayed, as shown in Figure 2-16.

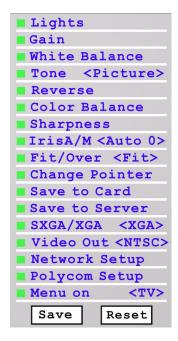


Figure 2-16. Television Monitor Menu

4. From the television monitor menu, click Network Setup. The Network Setup dialog is displayed, as shown in Figure 2-17.

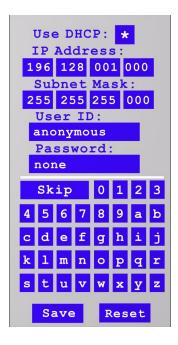


Figure 2-17. Network Setup Dialog

5. The default values are shown in Figure 2-17.

To change any values, use the mouse to select the field you want to change. To enter letters or numbers, use the keyboard on the dialog screen and click on the letter or number you want. By default, an asterisk (*) is displayed in the Use DHCP check box. In this case, an IP address and subnet mask for the Visual Concert DC are automatically assigned and displayed in the IP Address and Subnet Mask fields.

To use a static (permanent) IP address, your LAN administrator must assign an address and subnet mask to the Visual Concert DC. On the Network Setup dialog, make sure the Use DHCP: check box is blank and enter the IP address and subnet mask of the Visual Concert DC.

By default, the user ID and password are:

- User ID anonymous
- Password none

- If a user ID and password is required to log into your network, you must enter those values in the User ID and Password fields.
- 6. To save the changes, click Save. To reset all of the values to their default settings, click Reset.
- 7. To exit the dialog and return to the television monitor menu, move the mouse pointer to the upper 1/5 of the television monitor screen. Click the right mouse button.
- 8. From the television monitor menu, click Polycom Setup. The Polycom Setup dialog is displayed, as shown in Figure 2-18.

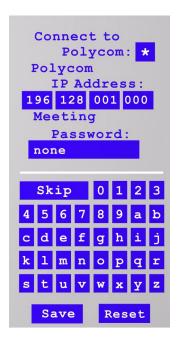


Figure 2-18. Polycom Setup Dialog

- To change any values, use the mouse to select the field you want to change. To enter letters or numbers, use the keyboard on the dialog screen and click on the letter or number you want.
- Make sure an asterisk (*) is displayed in the Connect to Polycom check box. By default, the check box is automatically checked.
- 11. In the Polycom IP Address field, enter the IP address of the ViewStation to which the Visual Concert DC is connected.

- 12. If there is no ViewStation meeting password defined, you must use *none* in the Meeting Password field. Otherwise, enter the actual ViewStation meeting password.
- 13. When you complete the screen, click the right mouse button on the lower part of the screen.

Fold the Visual Concert DC

When you are done using the Visual Concert DC, fold the Visual Concert DC to return the camera head and light arms to their original position.

- 1. Align the camera head with the camera arm.
- 2. Press and hold the stopper. Grip the camera arm and raise the camera head.
- Turn the light arms with the fluorescent lamps facing the document stage. Fold the right arm down first and then fold the left arm down.
- 4. Press the stopper and push the camera arm down toward the document stage.

Cautions and Considerations for Using the Visual Concert DC

To prevent personal injury and damage to the Visual Concert DC:

- Do not apply excessive force to the camera head, camera arm, and light arms
- When moving the camera head, camera arm, and light arms to raise or fold them, be careful that your hands and clothing are not caught by moving sections
- Check that the camera arm and camera head are locked in the shooting position before you use the Visual Concert DC
- Do not lift the Visual Concert DC by grasping the camera arm
- The base of the Visual Concert DC might become hot during use
- Do not block the ventilation holes on the right side and bottom of the Visual Concert DC. The temperature inside the unit might become extraordinarily high, which could cause a fire.
- Avoid any shock to the glass parts, such as the lens and fluorescent lamps, or the plastic parts of the document stage.
 The glass and plastic might break.

Use the Visual Concert DC

This chapter describes different ways to use the Visual Concert DC.

Display a Document on the Visual Concert DC

With the Visual Concert DC, you can use both opaque and transparent materials. Opaque materials are shot with overhead lighting. Transparent materials are shot with base lighting. For example, films are transparent material.

To display a document:

- Power on the equipment in this order:
 - a. Television monitor
 - b. ViewStation
 - c. Visual Concert DC
 - d. (S)XGA device
 - e. Additional equipment.
- 2. On the ViewStation, select the document camera as the video source. Using the ViewStation remote control, press the NEAR button twice to display the video source icons. Make sure the document camera icon is selected. For more information, see the appropriate *User Guide* for your ViewStation model. Selecting a document camera as the video source lets you access and use the Visual Concert DC online menu. The menu is displayed on the ViewStation television monitor or on the (S)XGA device, if a device is connected to the Visual Concert DC.
- 3. Press the POWER switch on the Visual Concert DC to turn the power on. The POWER indicator lights.

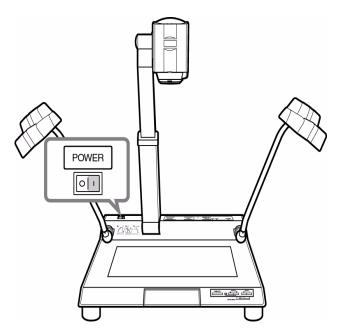


Figure 3-1. POWER Switch - Turn the Power On and Off

Note When you cycle the power, power off the Visual Concert DC for 10 seconds before you power it on again.

4. Press the LIGHTS button.

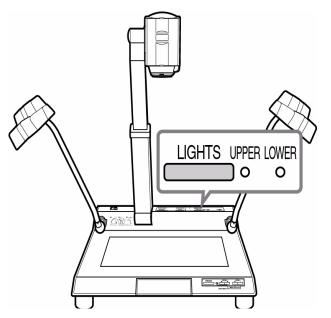
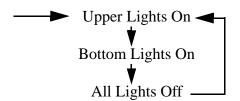


Figure 3-2. LIGHTS Button - Turn the Lamps On and Off

Each time you press the LIGHTS button, the light setting changes as follows:



For opaque material, use overhead lighting. For transparent material, use base lighting.

5. Place the material on the document stage, as shown in Figure 3-3.

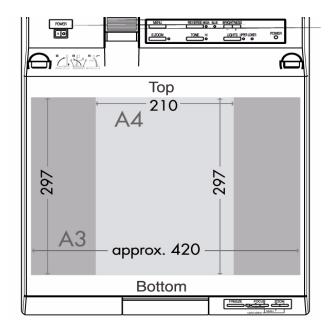


Figure 3-3. Document Stage

For opaque material, the maximum size is 297 mm (height) and approximately 420 mm (width), which is approximately 11.7 inches high and 16.5 inches wide.

Transparent material must fit within the area of the document stage.

6. For opaque material: Adjust the direction of the lighting, as shown in Figure 3-4.

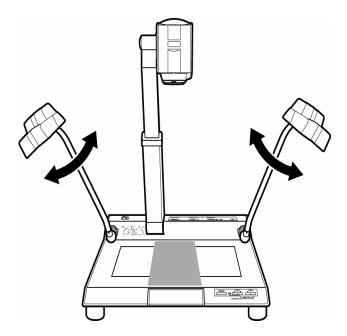


Figure 3-4. Adjust the Direction of the Lighting (Opaque Materials Only)

Observe the room lighting conditions and finely adjust the lighting direction so the image will be displayed clearly.

7. To adjust the image size, press the ZOOM W or T button, as shown in Figure 3-5.

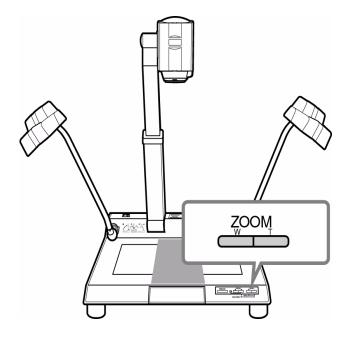


Figure 3-5. ZOOM W and T Buttons - Adjust Image Size

When you hold the ZOOM W or ZOOM T button, the image size changes continuously.

Note When you press the E-ZOOM button, the electronic zoom function is activated and the E-ZOOM indicator lights. The image size becomes two or four times larger than if you use the ZOOM W or ZOOM T button. E-ZOOM is only available for (S)XGA devices connected to the Visual Concert DC. E-ZOOM is not available from the television monitor or the web interface.

8. To adjust the focus, press the FOCUS ▲ and FOCUS ▼ buttons simultaneously, as shown in Figure 3-6. Hold both buttons for 1-2 seconds. The focus is automatically adjusted. For fine adjustment, use the FOCUS ▲ or the FOCUS ▼ button. Each time you press one of the FOCUS buttons, a fine adjustment is performed. Repeat until you attain the correct focus.

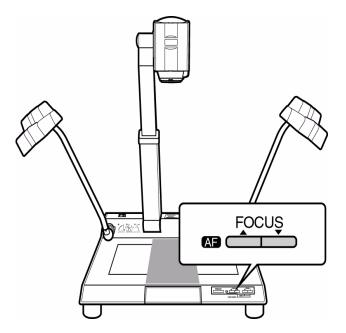


Figure 3-6. FOCUS Button - Adjust the Focus

 To adjust the brightness, press the BRIGHTNESS + or – button, as shown in Figure 3-7.

You can also use an online monute adjust the brightness.

You can also use an online menu to adjust the brightness. For more information, see "Turn on and Switch the Lights" on page 45.

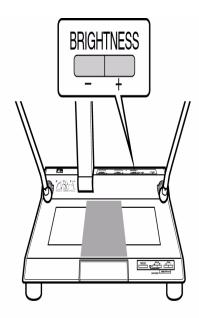


Figure 3-7. BRIGHTNESS + or − Button - Adjust the Brightness

- **10**. For a clear image, press the TONE button. The contrast of the image is emphasized, which makes the image clearer.
- 11. On the Visual Concert DC, press the PREVIEW/SNAPSHOT button once to preview the image on the ViewStation television monitor or the (S)XGA device. Once the image looks clear and all of the adjustments are complete, press the PREVIEW/SNAPSHOT button again to send a snapshot of the image to the fair sites.

There are many other adjustments you can make to enhance the display of the image on the Visual Concert DC. For more information, see "Adjust the Visual Concert DC Settings" on page 45.

Visual Concert DC Menu

A menu-driven interface is provided with the Visual Concert DC. The interface lets you easily control the Visual Concert DC using the mouse attached to the Visual Concert DC.

By default, the television monitor menu is displayed on the television monitor attached to the ViewStation, as shown in Figure 3-8. To display the menu, right click the mouse pointer in the upper 1/5 of the television monitor or press the Menu button on the Visual Concert DC.

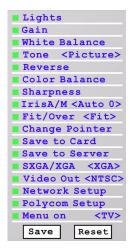


Figure 3-8. Television Monitor Menu

If you connect an XGA or SXGA device to the Visual Concert DC, you can display the (S)XGA device menu on the (S)XGA device, as shown in Figure 3-9.



Figure 3-9. (S)XGA Device Menu

To display the menu on the (S)XGA device:

1. Click Menu on <TV> on the television monitor menu.

The setting toggles between <TV> and <(S)XGA>. Select (S)XGA.

Right click the mouse pointer in the upper 1/5 of the (S)XGA device screen.

The television monitor menu is slightly different than the (S)XGA device menu. For more information, see "Use an (S)XGA Device" on page 8.

If the (S)XGA device menu is displayed and you want to switch and display the television monitor menu instead:

- 1. Click Setup on the (S)XGA device menu.
- The Power On Settings screen is displayed. Click the Menu (TV/(S)XGA) button to switch to the television monitor menu. The setting to the right of the button should display On TV.
- Click the Save button.
- 4. Click the Exit button.
- 5. Right click the mouse pointer in the upper 1/5 of the television monitor. The television monitor menu is displayed.

Adjust the Visual Concert DC Settings

When you adjust the different Visual Concert DC settings, there are usually three ways you can make the adjustment. You can use the:

- Television monitor menu
- Buttons on the Visual Concert DC
- (S)XGA device, if you have this type of device connected to the Visual Concert DC.

The following sections explain how to adjust the Visual Concert DC settings.

Turn on and Switch the Lights

To turn on a light and switch between overhead and base lighting on the Visual Concert DC:

If you are using the	Do this
Television Monitor OR	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
(S)XGA Device	Click Lights. Each time you click Lights, the light setting changes as follows:
	■ Upper Lights On ■ Bottom Lights On All Lights Off
	When the lights are set the way you want, right click the mouse pointer in the lower part of the screen.

If you are using the	Do this
Visual Concert DC Buttons	Press the LIGHTS button on the Visual Concert DC. Each time you press LIGHTS, the light setting changes as follows: Upper Lights On Bottom Lights On All Lights Off

Adjust the Gain

You can adjust the light sensitivity of the image you are displaying on the Visual Concert DC. You can increase the gain to enhance the brightness of the picture, making the picture lighter. When an image becomes brighter, you might see more noise or graininess. If the picture is too grainy, you can decrease the gain to reduce the graininess of the image.

To adjust the gain:

If you are using the	Do this
Television Monitor	Display the menu by right clicking the mouse pointer in the upper 1/5 of the monitor screen.
	Click Gain. A window displays the current gain value and a DOWN and UP button.
	To decrease the gain, click DOWN. To increase the gain, click UP.
	The possible gain values are 20 - 260 and the default is 100.
	When the gain is set, right click the mouse pointer in the lower part of the monitor screen.

If you are using the	Do this
Visual Concert DC Buttons	To decrease the gain, press the BRIGHTNESS — button on the Visual Concert DC. To increase the gain, press the BRIGHTNESS + button.
	The current gain value is not displayed. As you change the gain, you can preview the image on the television monitor to determine the brightness you want.
(S)XGA Device	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	Click Gain. An adjustment bar is displayed.
	3. To decrease the gain, click the left button at the left end of the adjustment bar. To increase the gain, click the right button at the right end of the adjustment bar.
	The current value is displayed below the adjustment bar. The range of gain values is 20 - 260 and the default is 100.
	When the gain is set, right click the mouse pointer in the lower part of the screen.

Set the White Balance

The Visual Concert DC lets you set the *white balance* to correct possible problems the Visual Concert DC might have with accurately displaying the colors in the image because of various lighting conditions. By setting the white balance, the Visual Concert DC displays a more accurate representation of the colors. The concept of setting the white balance is that under regular conditions, if the Visual Concert DC can display a white object or image as white, the colors the Visual Concert DC displays are accurate for the current lighting conditions.

How often you set the white balance depends on several things. You usually set the white balance once each time you power on the

Visual Concert DC. However, you might want to set it more often, depending on the image you are showing. You might also want to reset the white balance if you are using the Visual Concert DC in a specific conference room or if you display different material or subject matter on the Visual Concert DC compared to what you usually display.

To set the white balance:

- 1. Adjust the Iris setting and set the Iris to 0. For information about the Iris setting and making this adjustment, see "Select Automatic or Manual Iris Adjustments" on page 55.
- 2. Place a white sheet of paper on the document stage of the Visual Concert DC. Make sure the upper lights are lit on the Visual Concert DC.

If you are using the	Do this
Television Monitor	Display the menu by right clicking the mouse pointer in the upper 1/5 of the monitor screen.
	Click White Balance. The white balance is automatically adjusted.
	Right click the mouse pointer in the lower part of the monitor screen.
Visual Concert DC Buttons	You cannot use the Visual Concert DC itself to set the white balance. You must use the menu on the television monitor or the (S)XGA device.
(S)XGA Device	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	Click WB. The white balance is automatically adjusted.
	Right click the mouse pointer in the lower part of the screen.

When you set the white balance, the Visual Concert DC resets the Gain and Color settings to the default values. If you adjusted the Gain or Color settings, you must adjust them again.

Adjust the Tone

You can adjust the tone or *gamma* to obtain an image that has a balanced, even distribution of the shadows, mid-colors, and highlights in the image. In adjusting the tone, you can reduce glare, reveal parts of the image that are hidden in shadow, and make items in the image look brighter or duller. Often, if there is no tonal adjustment, an image appears too dark and any details that are in shadow would not be seen.

To adjust the tone (gamma) setting:

If you are using the	Do this
Television Monitor	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
OR (S)XGA Device	Click Tone. Each time you click Tone, the tone setting changes as follows:
	→ Natural ◀
	Linear1
	Linear2
	Document
	Picture
	For more information about each setting, see Table 3-1, "Tone Settings," on page 50.
	When you select the Tone setting you want, right click the mouse pointer in the lower part of the screen.

If you are using the	Do this
Visual Concert DC Buttons	To toggle between the Natural and Document tone settings only, press the TONE button.
	For more information about the two settings, see Table 3-1, "Tone Settings," on page 50. To set additional tones, use the menu on the television monitor or the (S)XGA device.

Table 3-1, "Tone Settings," on page 50 explains the various tone settings.

Tone Setting Description

Natural For regular documents

Linear1 The Visual Concert DC displays the image "as is", without any compensation

Document For documents that have fine characters

Linear2 For glossy documents. This setting

decreases the brightness.

Table 3-1. Tone Settings

Reverse the Image

Picture

Table 3-2, "Reverse Settings," on page 50 shows the three settings you can use for displaying an image on the Visual Concert DC.

For photos and color-printed materials

Reverse Setting Description

Normal For normal pictures

Nega For black and white negative pictures

BlueBack For a blue background

Table 3-2. Reverse Settings

To reverse the image:

If you are using the	Do this
Television Monitor OR (S)XGA Device	 Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen. Click Reverse. Each time you click Reverse, the setting changes as follows: Normal Nega BlueBack For more information about each setting, see Table 3-2, "Reverse Settings," on page 50.
	When you select the Reverse setting you want, right click the mouse pointer in the lower part of the screen.
Visual Concert DC Buttons	To switch between the Normal, Nega, and BlueBack settings, press the REVERSE button. Each time you press the button, the setting changes as follows: Normal Nega BlueBack
	For more information about each setting, see Table 3-2, "Reverse Settings," on page 50.

Adjust the Color Balance

You can independently adjust the red (R), green (G), and blue (B) color in the image that the Visual Concert DC displays. To adjust the color:

If you are using the	Do this
Television Monitor	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	 Click Color Balance. A window displays the current red (R), green (G), and blue (B) color values and a DOWN and UP button for each color.
	 To decrease the value for a specific color, click DOWN for that color. To increase the value, click UP for that color.
	Each time you click UP or DOWN, the color value increases or decreases by 5.
	You can independently adjust each color. The range of color values is 50 - 150 and the default is 100.
	When the color is set, right click the mouse pointer in the lower part of the screen.
Visual Concert DC Buttons	You cannot use the Visual Concert DC itself to adjust the color. You must use the menu on the television monitor or the (S)XGA device.

If you are using	
the	Do this
(S)XGA Device	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	 Click Color. An adjustment bar is displayed for the color red. Beneath the adjustment bar, the current values for red (R), green (G), and blue (B) are displayed.
	3. To change the green or blue values, click the green or blue color bar, respectively. The adjustment bar is displayed for that color. If you want to change the red values, the adjustment bar is already displayed.
	4. To decrease the color, click the left button at the left end of the adjustment bar. To increase the color, click the right button at the right end of the adjustment bar.
	Each time you click the left or right button, the color decreases or increases by a value of 5. The current value is displayed below the adjustment bar.
	You can independently adjust each color. The range of color values is 50 - 150 and the default is 100.
	When the color is set, right click the mouse pointer in the lower part of the screen.

Adjust the Sharpness

You can adjust the sharpness of the image that the Visual Concert DC displays. To adjust the sharpness:

If you are using the	Do this
Television Monitor	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	Click Sharpness. A window displays the current sharpness value and a DOWN and UP button.
	To decrease the sharpness, click DOWN. To increase the sharpness, click UP.
	Each time you click UP or DOWN, the sharpness value increases or decreases by 1. The possible sharpness values are 0 - 5 and the default is 5.
	4. When the sharpness is set, right click the mouse pointer in the lower part of the screen.
Visual Concert DC Buttons	You cannot use the Visual Concert DC itself to adjust the sharpness. You must use the menu on the television monitor or the (S)XGA device.

If you are using the	Do this
(S)XGA Device	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	Click Sharpness. An adjustment bar is displayed.
	3. To decrease the sharpness, click the left button at the left end of the adjustment bar. To increase the sharpness, click the right button at the right end of the adjustment bar.
	Each time you click the left or right button, the sharpness value decreases or increases by 1. The possible sharpness values are 0 - 5 and the default is 5.
	4. When the sharpness is set, right click the mouse pointer in the lower part of the screen.

Select Automatic or Manual Iris Adjustments

You can alternately select either automatic or manual iris adjustments. Normally, you will use the automatic setting, which lets you make iris adjustments in the range of -3 to +3 steps. However, if there is any reflection from an object and the reflection negatively affects the correct image, select the manual iris setting and adjust the brightness. If you press the BRIGHTNESS + button on the Visual Concert DC, the lens aperture becomes wider for a brighter picture. If you press the BRIGHTNESS — button on the Visual Concert DC, the lens aperture becomes narrower for a darker picture.

For information about changing the brightness, see Figure 3-7.

To select the iris adjustment:

If you are using the	Do this
Television Monitor	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	 Click Iris, which toggles the iris setting between auto and manual. In auto, use the BRIGHTNESS button on the Visual Concert DC to make -3 to +3 adjustments.
	When the iris is set, right click the mouse pointer in the lower part of the screen.
Visual Concert DC Buttons	You cannot use the Visual Concert DC itself to select the iris adjustment. You must use the menu on the television monitor or the (S)XGA device.
(S)XGA Device	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	 Click Iris A/M, which toggles the iris setting between auto and manual. In auto, use the BRIGHTNESS button on the Visual Concert DC to make -3 to +3 adjustments.
	When the iris is set, right click the mouse pointer in the lower part of the screen.

Select the Area of the Image to Display (XGA Mode Only)

When you display an image from an XGA file on the Visual Concert DC, you can select the area of the image that you want displayed. You select the area using the Fit/Over menu icon.

The Fit/Over setting only works in XGA mode, not in SXGA mode.

Table 3-3. Fit/Over Settings

Fit/Over Setting	Description
Fit	Displays the full screen, which is 1280 x 960 pixels
Over	Displays the center area of the image, which is 1024 x 768 pixels

To select the area you want to display:

If you are using the	Do this
Television Monitor OR	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
(S)XGA Device	Click Fit/Over, which toggles between Fit and Over.
	When you select the setting you want to use, right click the mouse pointer in the lower part of the screen.
Visual Concert DC Buttons	You cannot use the Visual Concert DC itself to change this setting. You must use the menu on the television monitor or the XGA device.

Change the Pointer

You can easily change the form and color of the pointer. To change the pointer:

If you are using	
the	Do this
Television Monitor	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	2. Click Change Pointer. The pointer changes color and shape each time you click Change Pointer. Pointers include an arrow, plus sign, and a horizontal bar, all in three different colors. The default pointer is a yellow arrow outlined in red.
	When the pointer you want to use is displayed, right click the mouse pointer in the lower part of the screen.
Visual Concert DC Buttons	You cannot use the Visual Concert DC itself to change the pointer. You must use the menu on the television monitor or the (S)XGA device.
(S)XGA Device	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	Click Pointer. The pointer changes color and shape each time you click the menu item. Pointers include an arrow, plus sign, and a horizontal bar, all in three different colors. The default pointer is a yellow arrow outlined in red.
	When the pointer you want to use is displayed, right click the mouse pointer in the lower part of the screen.

Set the Output Mode to XGA or SXGA

You can switch the output mode for the XGA or SXGA device that is connected to the Visual Concert DC, if you have connected such a device.

SXGA resolution is better than XGA resolution. If you have an SXGA device, you can set the output mode to either XGA or SXGA, although SXGA mode is recommended. XGA resolution is 1024 x 768. SXGA resolution is 1280 x 1024.

To switch the output mode:

If you are using the	Do this
Television Monitor OR	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
(S)XGA Device	Click SXGA/XGA, which toggles between the SXGA and XGA modes.
	When the output mode is changed, right click the mouse pointer in the lower part of the screen.
Visual Concert DC Buttons	You cannot use the Visual Concert DC itself to switch the output mode. You must use the menu on the television monitor or the (S)XGA device.

Set the Video Standard to NTSC or PAL

NTSC and PAL are the two major video standards. The differences between the two standards involve the number of lines displayed on the screen and the use of 50 vs. 60 Hz. NTSC is the standard used in North America and Japan. PAL is the standard used in Europe and Australia.

With the Visual Concert DC, you can select either the NTSC or PAL standard. You can adjust the Visual Concert DC's color format of video signals to match the format of the connected television monitor or (S)XGA device. Set the standard to the display standard used in your location.

Although it is possible to turn off the video signal, you should leave it on. Having the video signal on, without a television connected, does not affect the operation of the Visual Concert DC.

To select NTSC or PAL:

If you are using the	Do this
Television Monitor	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	Click Video Out, which toggles between the NTSC and PAL video standards.
	When the video standard is set, right click the mouse pointer in the lower part of the screen.
Visual Concert DC Buttons	You cannot use the Visual Concert DC itself to select the video standard. You must use the menu on the television monitor or the (S)XGA device.
(S)XGA Device	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
	Click Setup. The Power On Settings screen is displayed.
	Click the TV out button until the correct setting, NTSC or PAL, is displayed to the right of the button.
	4. To save the setting, click Save.
	To exit the Power On Settings screen, click Exit.
	Power off the Visual Concert DC and then power it on again so the new setting is in effect.

Define Power On Settings

While you are using the Visual Concert DC, you can temporarily change certain Visual Concert DC settings using the television monitor menu or the (S)XGA device menu. These changes are temporary and are in effect until you power off the Visual Concert DC and power it back on again.

You can define several default settings that the Visual Concert DC uses whenever you power it on. To change the default power on settings, you must:

- Have an (S)XGA device attached to the Visual Concert DC
- Use the menu that is displayed on the (S)XGA device
- Access the Power On Settings screen.

Note If someone is uploading an image using the Visual Concert DC web interface at the same time the Power On settings are being changed, the Power On settings might not be changed correctly.

To define power on settings:

- 1. Display the (S)XGA device menu. For more information, see "Visual Concert DC Menu" on page 43.
- 2. Click Setup. The Power On Settings screen is displayed, as shown in Figure 3-10.

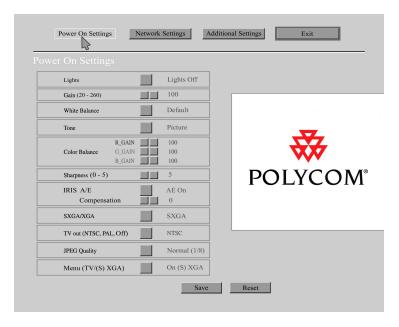
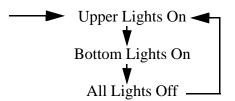


Figure 3-10. Power On Settings Screen

You can define power on defaults for the following settings:

 Lights: Click the Lights button. Each time you click Lights, the light setting changes as follows:



 Gain: The gain setting lets you adjust the light sensitivity of the image you are displaying on the Visual Concert DC. For more information, see "Adjust the Gain" on page 46.

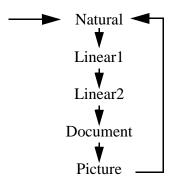
To decrease the gain, click the left button. To increase the gain, click the right button. The possible gain values are 20 - 260 and the default is 100.

 White Balance: Setting the white balance can correct problems the Visual Concert DC might have with accurately displaying colors because of various lighting conditions. For more

information, see "Set the White Balance" on page 47. To set the default white balance the Visual Concert DC uses when you power it on:

- a. First, adjust the Iris setting and set the Iris to 0. For more information, see "Select Automatic or Manual Iris Adjustments" on page 55.
- Place a white sheet of paper on the document stage of the Visual Concert DC. Make sure the upper lights on the Visual Concert DC are lit.
- c. Click the White Balance button.
- d. The white balance is automatically adjusted and is saved as the default for the next time you power on the Visual Concert DC.
- Tone: You can set a default tone or gamma to obtain an image display that has a balanced, even distribution of the shadows, mid-colors, and highlights.

To select the default tone for the Visual Concert DC, click the Tone button. Each time you click the button, the tone setting changes as follows:



For more information about each setting, see Table 3-1, "Tone Settings," on page 50.

Color Balance: You can independently adjust the red
(R_GAIN), green (G_GAIN), and blue (B_GAIN) color in the
images that the Visual Concert DC displays. On the Power On
Settings screen, the Color Balance shows these three settings.
To decrease the value for a specific color, click the left button for
that color. To increase the value, click the right button for that
color.

Each time you click the left or right button, the color value

decreases or increases by 5. The current value for each color is displayed to the right of the buttons.

You can independently adjust each color. The range of color values is 50 - 150 and the default is 100.

- Sharpness: You can define the default sharpness of the image that the Visual Concert DC displays. To decrease the sharpness, click the left button. To increase the sharpness, click the right button.
 - Each time you click the left or right button, the sharpness decreases or increases by 1. The current value for sharpness is displayed to the right of the buttons. The possible sharpness values are 0 5 and the default is 5.
- Auto Exposure (AE) and Compensation: You can select either automatic or manual exposure. Usually, you will use the automatic setting, which lets you make iris compensation adjustments in the range of -3 to +3 steps using the BRIGHTNESS button on the Visual Concert DC. If the image is too light, you can compensate for the lightness by lowering the compensation amount, which reduces brightness. If the image is too dark, you can compensate for the darkness by raising the compensation amount, which increases brightness. For more information, see "Select Automatic or Manual Iris Adjustments" on page 55.

On the Power On Settings screen, click the large button to the right of Auto Exposure. The button toggles between automatic (Automatic On) and manual (Automatic Off).

If you select automatic exposure, you can also adjust the iris compensation. To decrease the compensation, click the left compensation button. To increase the compensation, click the right button. Each time you click the left or right button, the iris compensation value decreases or increases by 1. The current compensation value is displayed to the right of the buttons. The possible values are -3 to +3 and the default is 0.

- SXGA/XGA: You can define the output mode for the XGA or SXGA device that is connected to the Visual Concert DC, if connected.
 - Click the SXGA/XGA button to toggle between the SXGA and XGA setting. The current setting is displayed to the right of the button. For more information, see "Set the Output Mode to XGA or SXGA" on page 59.
- TV Out (NTSC/PAL/Off): NTSC and PAL are the two major video standards. For more information, see "Set the Video

Standard to NTSC or PAL" on page 59.

With the Visual Concert DC, you can display images using either the NTSC or PAL standard. Click the TV Out button to toggle between NTSC and PAL.

Although it is possible to turn off the video signal, you should leave it on. Having the video out on without a television does not affect the operation of the Visual Concert DC.

 JPEG Quality: You can display a document and store its image on an FTP server. For more information, see "Save an Image to the Server" on page 82.

When you store an image on a server, you can save the image as a JPEG file. On the Power On Settings screen, use the JPEG Quality setting to define the default quality of the image when you save it to the FTP server. The possible settings are shown below. The value in parentheses after the setting indicates the approximate size of the JPEG file after it is compressed.

- Fine (1/4)
- Normal (1/8)
- Basic (1/16)
- Draft (1/32)

The default is Normal (1/8).

 Menu (TV/(S)XGA): By default, the Visual Concert DC's menu-driven interface is displayed on the television monitor attached to the ViewStation. If you have an XGA or SXGA device attached to the Visual Concert DC, you can display a menu interface on the (S)XGA device also. The two menus differ slightly. For more information, see "Use an (S)XGA Device" on page 8.

Click the Menu (TV/(S)XGA) button to toggle between the television monitor menu or the (S)XGA menu being displayed by default.

Define Network Settings

You can define network settings using either the television monitor menu or the (S)XGA device menu. The two ways of defining network settings are basically the same. However, if you define network settings using the (S)XGA menu, the screen has the following check boxes, which are not available from the Network Setup option on the television monitor menu:

- Enable Network
- Read Only (FTP, WEB: disable Write/Control)
- Enable FTP Client.

These three check boxes provide more flexibility in defining network options, for example, for enabling or disabling network access and using FTP. For more information, see "Use an (S)XGA Device" on page 8.

Although you can define network settings using either the television monitor menu or the (S)XGA device menu, it is recommended that you use the menu on the television monitor because that menu is customized for Polycom settings, which makes it easier to define the settings.

Each way of defining the network settings is described in this section.

Define Network Settings Using the Television Monitor Menu

To define network settings from the television monitor menu:

- 1. Display the television monitor menu. For more information, see "Visual Concert DC Menu" on page 43.
- 2. Click Network Setup. The Network Setup dialog is displayed, as shown in Figure 3-11.



Figure 3-11. Network Setup Dialog

3. The default values are shown in Figure 3-11.

To change values, use the mouse to select the field you want to change. To enter letters or numbers, use the keyboard on the dialog screen and click on the letter or number you want. By default, an asterisk (*) is displayed in the Use DHCP: check box. In this case, an IP address and subnet mask for the Visual Concert DC are automatically assigned and displayed on the dialog screen.

To use a static (permanent) IP address, your LAN administrator must assign an IP address and subnet mask to the Visual Concert DC. On the Network Setup dialog, make sure the Use DHCP: check box is blank and enter the IP address and subnet mask values.

By default, the user ID and password are:

- User ID anonymous
- Password none

If a user ID and password is required to log into your network, you must enter those values in the User ID and Password fields.

- 4. To save the changes, click Save. To reset all of the values to their default settings, click Reset.
- 5. To exit the dialog, move the mouse pointer to any other part of the television monitor. Click the right mouse button.

Define Network Settings Using the (S)XGA Device Menu

To define network settings from the (S)XGA device menu:

- Display the (S)XGA device menu. For more information, see "Visual Concert DC Menu" on page 43.
- 2. Click Setup. The Power On Settings screen is displayed.
- 3. Click the Network Settings button. The Network Settings screen is displayed, as shown in Figure 3-12.

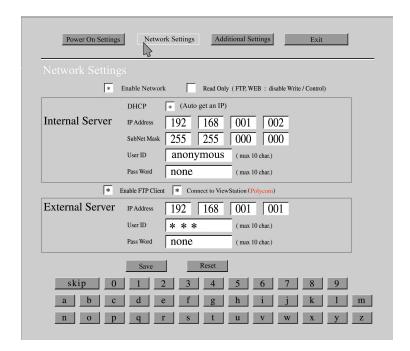


Figure 3-12. Network Settings Screen

 To change values, use the mouse to select the field you want to change. To enter letters or numbers, use the keyboard on the Network Settings screen and click on the letter or number you want.

By default, an asterisk (*) is displayed in the Use DHCP: check box. In this case, an IP address and subnet mask for the Visual Concert DC is automatically assigned and is displayed in the Internal Server section.

To use a static (permanent) IP address, your LAN administrator must assign an IP address and subnet mask for the Visual Concert DC. On the Network Settings screen, make sure the

Use DHCP: check box is blank and enter the IP address and subnet mask of the Visual Concert DC.

You can define the following network values:

- Enable Network: Check this box with an asterisk (*) to enable the network. To disable network functions, unmark the check box.
- Read Only: Check this box with an asterisk (*) to disable write control for FTP and the web interface.
- Internal Server: The fields in the Internal Server part of the screen pertain to the Visual Concert DC. The fields are:
 - DHCP: Check this box with an asterisk (*) to enable DHCP and to automatically have the IP address and subnet mask of the Visual Concert DC filled in the Internal Server fields.
 - IP Address: IP address of the Visual Concert DC. If you check the DHCP box, the IP address is automatically filled in.
 - Subnet Mask: Subnet mask of the Visual Concert DC.
 If you check the DHCP box, the subnet mask is automatically filled in.
 - User ID: By default, set as anonymous
 - Password: By default, set as none

If a user ID and password is required to log into your network, you must enter those values in the User ID and Password fields.

- Enable FTP Client: Check this box with an asterisk (*) to enable the FTP client. You must check this box to ensure the connection of the ViewStation and Visual Concert DC.
- Connect to ViewStation (Polycom): Check this box with an asterisk (*) to ensure the connection of the ViewStation and Visual Concert DC.
- External Server: The fields in the External Server part of the screen pertain to the ViewStation to which the Visual Concert DC is connected. The fields are:
 - IP Address: IP address of the ViewStation
 - User ID: Set to ***
 The user ID is not applicable for Polycom ViewStation operations and should not be changed. The user ID only

applies if you log the Visual Concert DC into a remote image server. If you change the field value, click Reset and then click Exit to reset the field to its default value.

- Password: Set to none.
 If there is no ViewStation meeting password defined, you must use none in the Password field. Otherwise, enter the actual ViewStation meeting password.
- 5. To save the changes, click Save. To reset all of the values to their default settings, click Reset.
- 6. To exit the Network Settings screen, click the Exit button.

Define Additional Settings

You can only define additional settings if you have an (S)XGA device attached to the Visual Concert DC. Additional settings are accessible only through the (S)XGA device menu, not the television monitor menu.

Additional settings include:

- Date and time
- Length of time before the Visual Concert DC goes into power save mode, where the Visual Concert DC is darkened
- Time interval between when the current image is replaced by the next image in a presentation or slide show
- Format the Visual Concert DC uses (JPEG or BMP) when you save an image file on a PCMCIA card or server
- File size (resolution) the Visual Concert DC uses when you save an image file on a PCMCIA card or server
- Definition of what the third button from the left on the PCMCIA card menu should be. You can use the button during presentations as a slide show button, or you can use the button as a Delete File button to delete files from the PCMCIA card.

To define additional settings:

- 1. Display the (S)XGA device menu. For more information, see "Visual Concert DC Menu" on page 43.
- 2. Click Setup. The Power On Settings screen is displayed.
- 3. At the top of the screen, click the Additional Settings button. The Additional Settings screen is displayed, as shown in Figure 3-13.

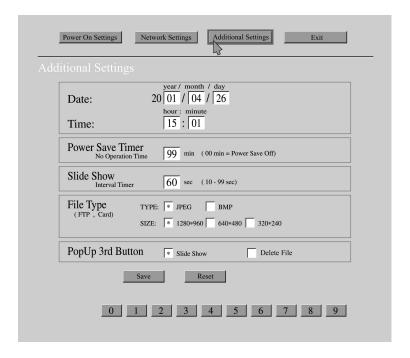


Figure 3-13. Additional Settings Screen

4. To change any values, use the mouse to select the field you want to change. To enter letters or numbers, use the keyboard on the Additional Settings screen and click on the letter or number you want.

You can define the following settings:

- Date: Specify the current date, in the format year, month, and day.
- Time: Specify the current time, in hours and minutes.

When the Visual Concert DC is not used for a long time, the backup function for the built-in clock might not work accurately and the clock might stop. If you have not used the Visual Concert DC in a long time, reset the clock. The backup function for the built-in clock is restored when the Visual Concert DC is powered on.

 Power Save Timer: Specify the length of time, in minutes, before the Visual Concert DC goes into power save mode, where the Visual Concert DC is darkened. Power save

mode is useful if there are intervals when you are not operating the Visual Concert DC during a video call. Note that when the Visual Concert DC goes into power save mode, the ViewStation's document camera source displays a blue screen. This is normal and is not an error. The timer operates from the last operation the Visual Concert DC performed. For example, suppose you set the power save timer to 30 minutes. If you do not operate the Visual Concert DC for 30 minutes, the lights on the Visual Concert DC go off. If an (S)XGA device is attached to the Visual Concert DC, the device also goes dark.

If you do not want to use power save mode, specify a value of 00, which is the default. During your video calls, you might not want the Visual Concert DC to go into power save mode at all, regardless of how long it has been since the last Visual Concert DC operation.

While using the Visual Concert DC, you can exit power save mode by either moving the mouse or pressing any button on the Visual Concert DC. If you are operating the Visual Concert DC from the web interface, click Lights On, Lights Off, or XGA/SXGA.

- Slide Show: Specify the time interval, in seconds, between when the current image is replaced by the next image in a presentation or slide show. You can specify 10 - 99 seconds.
- File Type: Specify the following information for saving image files on a PCMCIA card or server:
 - TYPE: Specify the format that the Visual Concert DC uses (JPEG or BMP) when you save an image file on a PCMCIA card or server
 - SIZE: Specify the file size (resolution) that the Visual Concert DC uses when you save an image file on a PCMCIA card or server. The possible values are:
 - 1280 x 960
 - 640 x 480
 - 320 x 240
- PopUp 3rd Button: Define what function the third button from the left on the PC card menu should be. You can use the button during presentations as a slide show button, or you can use the button as a delete file button to delete files from a PCMCIA card.
 - If you define the button as a delete file button, when you are

using the PCMCIA card, you can press the button to easily delete an image file from the card.

If you define the button as a **slide show** button, you can press the button to automatically display the image files on the PCMCIA card, in sequence. For more information about using the button, see "Use a PCMCIA Card" on page 73.

- 5. To save the changes, click Save. To reset all of the values to their default settings, click Reset.
- 6. To exit the Additional Settings screen, click the Exit button.

Use a PCMCIA Card

The Visual Concert DC has a PC (PCMCIA) card slot on the top right side. You can use a PC card (PCMCIA ATA Type II flash card) to display images in files stored on the card. The Visual Concert DC reads and displays image files that are stored in either JPEG or BMP (bitmap) format.

When you display an image or object on the Visual Concert DC itself, you can also store the image on a PCMCIA card for future use. You can store the image file in either JPEG or BMP (bitmap) format. You define the format type and size for storing an image on the Additional Settings screen under Setup on the (S)XGA device menu. For more information, see "Define Additional Settings" on page 70.

If you use JPEG format, you can also specify the compression rate on the Power On Settings screen (JPEG Quality field) under Setup on the (S)XGA device menu. For more information, see "Define Power On Settings" on page 61.

Using PCMCIA cards lets you easily exchange data with PCs or other equipment that have a PC card slot.

General Considerations for PCMCIA Cards

Use PC cards that are equivalent to PCMCIA ATA Type II flash cards. Also, use PCMCIA cards that have already been formatted because you cannot format a card using the Visual Concert DC. When you format a PCMCIA card, use PC-DOS (VFAT12. 16).

When you use a compact flash card, do not touch the card when the Visual Concert DC is reading or writing image files. Static electricity might interrupt the reading or writing of the data.

Before you use a PCMCIA card, read the instructions that came with the card.

Before you insert a PCMCIA card, make sure the Visual Concert DC is already powered on and that the PC card indicator light is not lit. If the PC card indicator light is lit, the Visual Concert DC is either reading from or writing to the PCMCIA card. Do not eject the PCMCIA card or power off the Visual Concert DC because the PCMCIA card or data on the card could be damaged.

When you insert a PCMCIA card, look at what angle and direction you must use. You might damage the PCMCIA card or slot if you try to force the card into the PCMCIA slot in the wrong direction.

Insert, Eject, and Remove a PCMCIA Card

When you insert a PCMCIA card, check the arrow mark on the card to ensure you are inserting it correctly. Insert the card in the PC card slot, as shown in Figure 3-14. Insert the card until you hear a clicking sound.

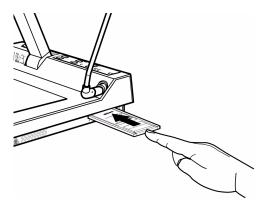


Figure 3-14. Insert a PCMCIA Card

To eject a PCMCIA card, press the eject button until the card is released, as shown in Figure 3-15.

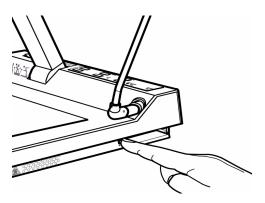


Figure 3-15. Eject a PCMCIA Card

To remove a PCMCIA card, hold the card by your thumb and index finger and move it away from the PC card slot, as shown in Figure 3-16.

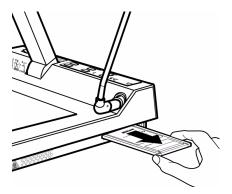


Figure 3-16. Remove a PCMCIA Card

Display an Image Stored on a PCMCIA Card

You can display either JPEG or BMP (bitmap) images that are stored on a PCMCIA card. To display an image:

- Insert the PCMCIA card into the PC card slot. For more information, see "Insert, Eject, and Remove a PCMCIA Card" on page 75.
- 2. Right click the mouse pointer in the lower part of the television monitor or (S)XGA device screen. The PC card menu is displayed, as shown in Figure 3-17.



Figure 3-17. PC Card Menu on the Television Monitor

The display of the PC card menu differs slightly depending on whether you display the menu on the television monitor or the (S)XGA device screen. The (S)XGA device screen displays a Pen menu right above the PC card menu. On the television monitor, the PC card menu only is displayed. The Pen menu is not displayed.

For information about each icon in the PC card menu and the function of each icon, see Table 3-4, "PC Card Menu Icons," on page 78.

Table 3-4. PC Card Menu Icons

Icon	Description
	File Forward - move forward through the files in the specific directory. The current file name is displayed underneath the PC card menu.
	Enter - access the contents of a folder. Display the image in the selected file. Display the image in the next file in the directory.
4	Slide Show - display the images in the files on the PCMCIA card in sequence.
X	Delete File - delete the selected file from the PCMCIA card.
(Electronic Zoom - click the icon, then move the zoom pointer to the image on the television monitor or (S)XGA device and click to electronically zoom in the image.
	Pause - pause during a slide show. The next file image in the sequence is not displayed after the defined interval time has passed. Press the slide show button again to resume.
	File Backward - move backward through the files in the specific directory. The current file name is displayed underneath the PC card menu.

3. To select a folder (directory) on the PCMCIA card, click the File Forward or File Backward button (see Table 3-4 on page 78) on the PC card menu. Each time you click one of the buttons, the folder name underneath the PC card menu changes. Display the name of the folder you want to access.

- 4. To access the contents of the folder, click the Enter button (see Table 3-4 on page 78) on the PC card menu. The name of the first subfolder is displayed.
- To access individual files in the folder, click the File Forward or File Backward button on the menu. The name of each image file is displayed under the PC menu icons. Continue clicking the File Forward and File Backward buttons until the name of the file you want is displayed.
- 6. To display the image stored in the selected file, click the Enter button. If you have an (S)XGA device attached to the Visual Concert DC, the image is displayed on the (S)XGA device screen. Otherwise, the image is displayed on the television monitor screen.
- 7. To display the image of the next file in the directory, click the Enter button again. Continue clicking Enter to display each image file in sequence, until the last file in the selected directory is displayed.
 If you do not want to display the images in sequence, you can
 - select individual file images to display by repeating steps 5 6.
- 8. To exit the PC card menu, right click the mouse pointer in the lower part of the television monitor or (S)XGA device screen.

Store an Image on a PCMCIA Card

When you display an image or object on the Visual Concert DC itself, you can store the image on a PCMCIA card for future use. You can store the image file in either JPEG or BMP (bitmap) format. You define the format type and size for storing an image on the Additional Settings screen under Setup on the (S)XGA menu. For more information, see "Define Additional Settings" on page 70.

If you use JPEG format, you can also specify the compression rate on the Power On Settings screen (JPEG Quality field) under Setup on the (S)XGA menu. For more information, see "Define Power On Settings" on page 61.

To save an image of the item you are displaying on the Visual Concert DC:

- Insert the PCMCIA card on which you want to save the image file. For more information, see "Insert, Eject, and Remove a PCMCIA Card" on page 75.
- 2. On the Visual Concert DC, display the image that you want to save.
- 3. Display either the television monitor menu or the (S)XGA device menu by right clicking the mouse pointer in the upper 1/5 of the television monitor or (S)XGA device screen.
- 4. On the television monitor menu, click Save to Card to save the image in a file on the PCMCIA card. On the (S)XGA device menu, click Save to PC Card to save the image.
- 5. To exit the menu, right click the mouse pointer in the lower part of the television monitor or (S)XGA device screen.

The Visual Concert DC automatically saves the image file in the CARDIBOX directory on the PCMCIA card. Each file name is in the format HITTxxxx, where xxxx starts at 0001 and is incremented by 1 each time a file is saved. Therefore, the file names are HITT0001, HITT0002, HITT0003, and so on.

Delete an Image File from a PC Card

Before you can delete an image file from a PCMCIA card, you must define the Delete File button on the PC card menu. To define the button, use the Additional Settings screen under Setup on the (S)XGA menu. You must have an (S)XGA device attached to the Visual Concert DC. Additional settings are accessible only through the (S)XGA device menu, not the television monitor menu. For more information, see "Define Additional Settings" on page 70.

To delete an image file from a PCMCIA card:

- Follow the steps in "Display an Image Stored on a PCMCIA Card" on page 77 to display the image in the image file you want to delete.
- 2. When the image is displayed on the Visual Concert DC, click the Delete File button on the PC card menu, as shown in Figure 3-18. In the figure, the Delete File button is outlined in yellow.

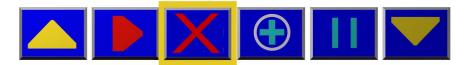


Figure 3-18. Delete File Icon on PC Card Menu

- The letters Y and N, for Yes and No, are displayed at the top of the PC card menu. To delete the selected image file, click Y. If you do not want to delete the file, click N.
- 4. To exit the PC card menu, right click the mouse pointer in the lower part of the television monitor or (S)XGA device screen.

Save an Image to the Server

You can display a document and store its image on an FTP server. To store an image on the FTP server, you must first set the file type format to either JPEG or BMP on the Additional Settings screen. For more information, see "Define Additional Settings" on page 70. You must also define the settings for the FTP server connection on the Network Settings screen. For more information, see "Define Network Settings" on page 66.

An image file is saved as HITP0001.xxx, where xxx is either BMP for a bitmap image or JPG for a JPEG image.

To save an image o	n an FTP server:
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If you are using the	Do this
Television Monitor OR	Display the menu by right clicking the mouse pointer in the upper 1/5 of the screen.
(S)XGA Device	Click Save to Server. Messages are displayed indicating the image is saved.
	When the image is saved, right click the mouse pointer in the lower part of the screen.
Visual Concert DC Buttons	You cannot use the Visual Concert DC itself to save an image to an FTP server. You must use the menu on the television monitor or the (S)XGA device.

For more information about the FTP server itself, contact your network administrator.

Draw on the Visual Concert DC Screen

The Visual Concert DC provides a Pen function that lets you draw lines and other shapes on the Visual Concert DC screen. You only can use the Pen function if you have an (S)XGA device attached to the Visual Concert DC. The (S)XGA device screen displays a Pen menu right above the PC card menu. On the television monitor, the PC card menu only is displayed. The Pen menu is not displayed.

With the Pen, you can use the mouse attached to the Visual Concert DC and draw in either red, green, or blue. For example, you can use the pen to point out changes to a brochure or document you are working on, add information and shapes to an architectural or building diagram, and change the design of a product you plan to manufacture.

To use the Pen to draw:

1. Right click the mouse pointer in the lower part of the (S)XGA device screen. The Pen menu is displayed directly above the PC card menu, as shown in Figure 3-19.

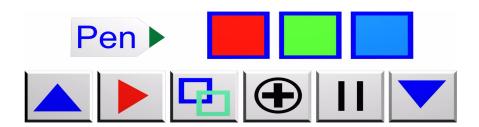


Figure 3-19. Pen Menu Above the PC Card Menu on (S)XGA Screen

2. Click the color you want to use (red, green, or blue). The mouse pointer changes to a pen tool.



3. To draw a line or shape on the screen, hold down the left mouse button and drag the pen tool across the screen.



Any lines you draw disappear when the next file image is displayed.

- 4. Press the PREVIEW/SNAPSHOT button on the Visual Concert DC to preview the image on the (S)XGA device. Make any changes or adjustments.
- 5. Press the PREVIEW/SNAPSHOT button again to send the image (snapshot) to the far sites.
 - Using the pen tool is not interactive. You draw the lines first and then send the image, with the drawn lines, to the far sites.
- **6**. To deactivate the pen tool, right click the pen tool (mouse).

Presentations

You can use the Visual Concert DC to conduct presentations or *slide shows* during your video communications calls. You can store each image for the presentation in an image file on a PCMCIA card and then easily display the images on the Visual Concert DC. The Visual Concert DC has a PC card slot and PC card menu, which has a *slide show* button. You use the slide show button to automatically display the images in sequence.

The following outlines the steps to conduct a presentation using the Visual Concert DC:

- Store the images you want to present in a directory on a PCMCIA card. Store the images in the directory in the order in which you want to present them.
- 2. Using the Additional Settings screen, define the:
 - Time interval, in seconds, between when the current image is replaced by the next image in the presentation. You can specify 10 - 99 seconds.
 - Third button from the left on the PC card menu as the slide show button. You can then use this button to automatically display the image files on the PCMCIA card in sequence.

For more information, see "Define Additional Settings" on page 70.

- Insert the PCMCIA card with the image files you want to use. For more information, see "Insert, Eject, and Remove a PCMCIA Card" on page 75.
- Right click the mouse pointer in the lower part of the television monitor or (S)XGA device screen. The PC card menu is displayed, as shown in Figure 3-20.



Figure 3-20. PC Card Menu on the (S)XGA Device Screen

The display of the PC card menu differs slightly depending on whether you display the menu on the television monitor or the (S)XGA device screen. The (S)XGA device screen displays a

Pen menu right above the PC card menu. On the television monitor, the PC card menu only is displayed. The Pen menu is not displayed.

- 5. Select the directory on the PC card that contains the files for the presentation. To display the directory names, click the File Forward or File Backward button (see Table 3-4 on page 78) on the PC card menu. Each time you click one of the buttons, the directory name underneath the PC card menu changes.
- 6. To start the presentation, click the slide show button (see Table 3-4 on page 78) on the PC card menu. The Visual Concert DC automatically displays the image of the first file in the selected directory.

The Visual Concert DC displays the file image for the time interval you defined on the Additional Settings screen in step 3.

To pause during the slide show and not have the Visual Concert DC automatically display the next image after the interval time has elapsed, click the Pause button (see Table 3-4 on page 78) on the PC card menu. To resume the slide show again, press the slide show button.

7. When you have completed the presentation, exit the PC card menu by right clicking the mouse pointer in the lower part of the television monitor or (S)XGA device screen.

Maintain the Visual Concert DC

This chapter explains how to care for and maintain the Visual Concert DC, including how to replace the lamps and clean the mouse ball.

To remove dirt from the Visual Concert DC, lightly wipe the surface with a soft cloth. For adhered dirt, soak a soft cloth in neutral detergent and water and wring it tight. Wipe the Visual Concert DC with the cloth and then wipe the surface with a dry cloth.

Replace the Fluorescent Lamps

Fluorescent lamps for the Visual Concert DC are commercially available. When you purchase lamps, specify FPL13EX-N.

To replace a lamp:

- Power off the Visual Concert DC. Disconnect the power plug from the AC outlet.
 If the lamps were lit, wait at least 15 minutes for the lamps to cool down and also wear a pair of gloves.
- 2. Rotate the lamp holder upwards and remove the fluorescent lamp, as shown in Figure 4-1.

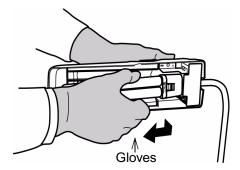


Figure 4-1. Remove the Fluorescent Lamp

3. Insert the new fluorescent lamp into the socket, as shown in Figure 4-2.

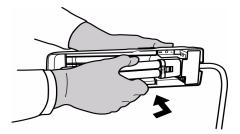


Figure 4-2. Insert a New Fluorescent Lamp

4. While pressing the lamp towards the socket, fit the lamp in the holder, as shown in Figure 4-3. You will hear a clicking sound. If you do not hear a clicking sound, press the holder with your fingers.

Be careful that the lamp will not be damaged by the holder. Ensure the lamp is firmly secured in the socket and holder.

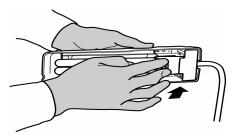


Figure 4-3. Press the Fluorescent Lamp into the Holder

Replace the fluorescent lamp on the other side of the Visual Concert DC in the same way.

Caution Be aware of the following:

- Before you replace a fluorescent lamp that has been lit, wait at least 15 minutes for the lamp to cool down and also wear a pair of gloves.
- Never apply excessive force to a fluorescent tube. The tube can break and cause injury.
- If you need to replace the fluorescent lamp under the document stage, contact your dealer. Do not try to replace that fluorescent lamp yourself.

Clean the Mouse Ball

If dirt or foreign matter is stuck to the mouse ball, the ball might not roll smoothly, which makes it difficult to move the electronic pointer.

To clean the mouse ball:

 Unlock the frame at the bottom of the mouse and remove the ball.

To release the lock, use a pointed tool to turn the two guide holes of the frame in the direction of the arrow, which is counterclockwise. See Figure 4-4. Be careful not to drop the mouse ball.

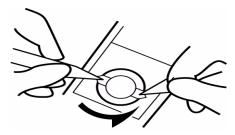


Figure 4-4. Unlock the Frame at the Bottom of the Mouse

2. Wipe off the surface of the mouse ball, as shown in Figure 4-5.



Figure 4-5. Wipe Off the Mouse Ball

Wipe away stains using a clean, dry cloth. For stubborn stains, soak a soft cloth in neutral detergent and water. Use the cloth to thoroughly wipe the surface of the mouse ball.

3. Clean the ball support and roller. Using a cotton swab, lightly wipe the roller block while rotating the rollers, as shown in Figure 4-6.

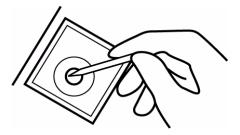


Figure 4-6. Clean the Mouse Ball Support and Roller Ball

4. Mount the mouse ball and lock the frame. Insert the ball into the mouse. Attach the frame and turn it clockwise using a pointed tool to lock the frame. See Figure 4-7.

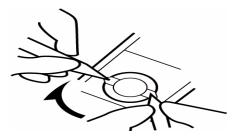


Figure 4-7. Mount the Mouse Ball and Lock the Frame

Visual Concert DC Web Interface

In addition to using the buttons on the Visual Concert DC and the menus on the television monitor and the (S)XGA device, the Visual Concert DC provides a web interface you can use to operate the Visual Concert DC. In addition, the web interface can be used to view presentations that are being displayed on the Visual Concert DC elsewhere.

Control the Visual Concert DC and Change Settings

You can control and change many of the Visual Concert DC functions and settings from the web interface. The Visual Concert DC is defined by an IP address, which you can use in a web browser to access the Visual Concert DC. When you enter the IP address, the Visual Concert DC Web Control web page is displayed. From the web page, you can select a single window system or multiple windows system. The information and fields for both selections are the same. The difference is that only one Visual Concert DC image is displayed for the single window system, and multiple Visual Concert DC windows are displayed for the multiple windows system.

On the web page for the single window system, the right part of the page displays controls for various settings, such as the lights, focusing, white balance, tone, and so on. The right part of this web page is shown in Figure 5-1. You can control these settings for the Visual Concert DC from the web page. For more information about the various settings and controls, see "Adjust the Visual Concert DC Settings" on page 45.

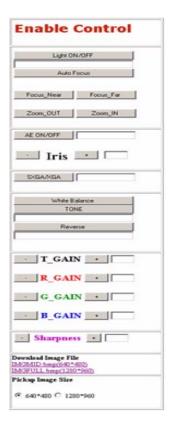


Figure 5-1. Right Side of Web Page for Single Window System

On the left side of the web page for the single window system, there are interval timer and quality selections, as shown in Figure 5-2.

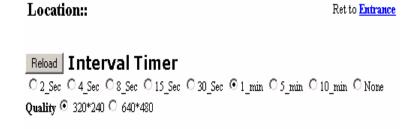


Figure 5-2. Left Side of Web Page for Single Window System

The interval timer information pertains to the time interval between when the current image is replaced by the next image in a presentation or *slide show.* The Quality options pertain to the file size (resolution) that the Visual Concert DC uses when you save an image file on a PCMCIA card or server.

The information on the web page for the multiple windows system is basically the same as that for the single window system. The fields are arranged differently to accommodate the multiple windows on the web page.

View Visual Concert DC Images

You can use the Visual Concert DC web interface to view presentations that are being displayed on the Visual Concert DC elsewhere.

To access the Visual Concert DC:

- 1. Open a web browser.
- 2. Enter the IP address of the Visual Concert DC in the address field.
 - The Visual Concert DC Web Control web page is displayed.
- 3. Select either a single window system or multiple windows system.

The information and fields for both selections are the same. Only one Visual Concert DC image is displayed for the single window system. Multiple Visual Concert DC windows are displayed for the multiple windows system.

The image currently displayed on the Visual Concert DC is displayed on the web page. A maximum of fifteen people can use the Visual Concert DC web interface at any one time to view Visual Concert DC images.

Troubleshooting

This chapter provides problem resolution.

Symptoms and Solutions

Symptom	Solution
Power does not go on	Check that the power cable is not disconnected from either the AC outlet or the AC power input receptacle of the Visual Concert DC.
No picture	Check that the cables are firmly connected
	Check that the cable is firmly connected to the appropriate receptacle of the equipment
	Check that the power switch is set to ON
	Make sure the fluorescent lamps are lit
	Check that switching between the overhead and base lighting on the Visual Concert DC is correct
	Check that the document is not completely white or black
	If you are displaying an image from an image file on a PCMCIA card, make sure the file is a format the Visual Concert DC can read
	Make sure the lens cap is removed.
Picture is not clear	Check the focus. Press the FOCUS ▲ and FOCUS buttons to get the correct focus
	Make sure the lens is placed correctly.
Picture is not fully displayed	Check that switching between SXGA and XGA is correct.
Pale or muddy colors	Adjust the gain and color.

Chapter 6 Troubleshooting