

Immersive Telepresence Tablet

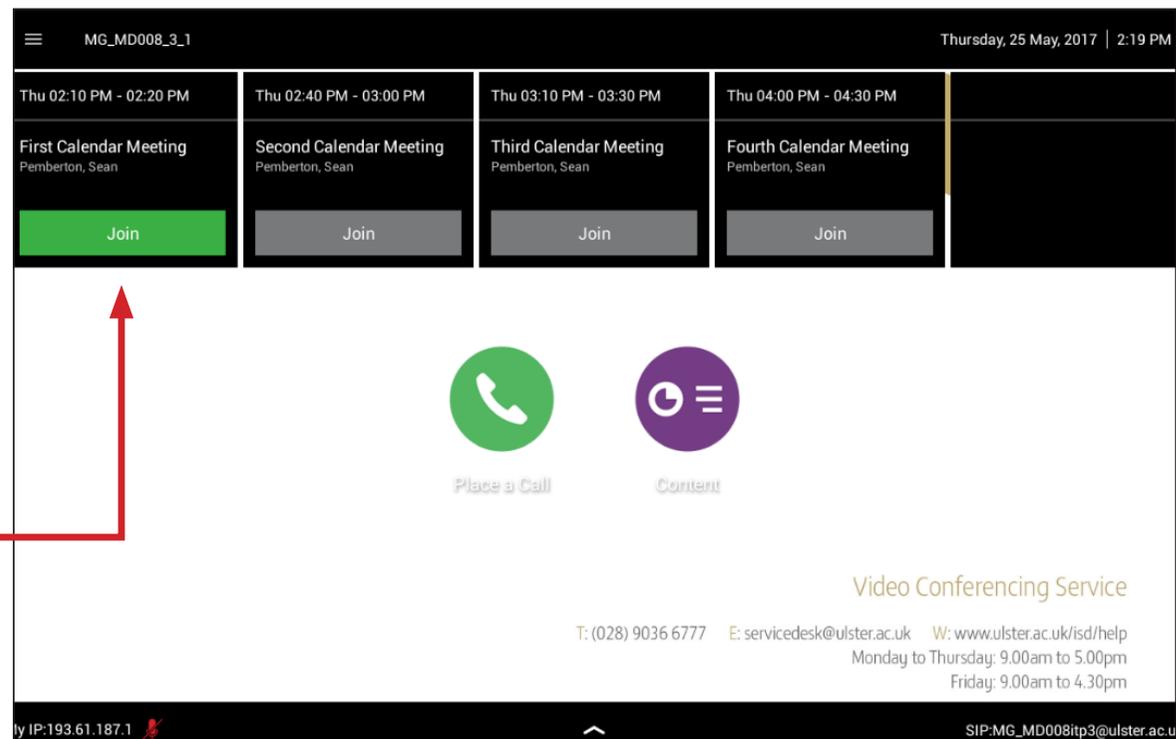
Quick Guide

To Join a meeting

1. To wake the device touch the screen.
2. Join a Scheduled Meeting from the Calendar
From the Home screen, find the meeting and tap **Join**.
3. End a Call
In an active call, tap the  Control Bar then  Hang Up.

Please **HANG UP** at the end of your meeting.

To Share Content see overleaf.



Hold Mute/Unmute Volume Control Self View View Hang Up to end call

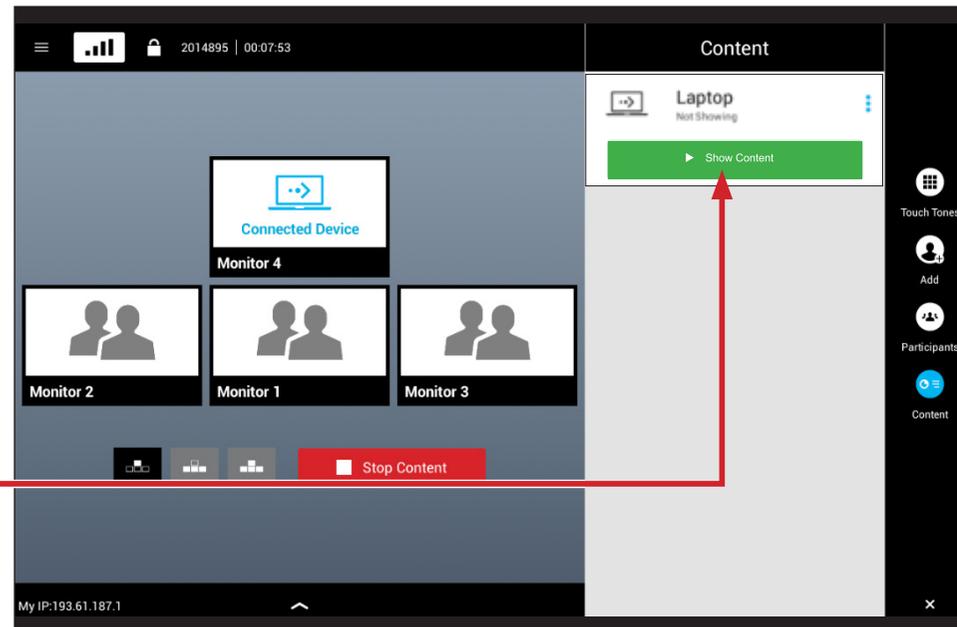
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To Share Content

1. **Connect your laptop** using either the provided HDMI or VGA cables.
2. If your content does not immediately appear from the Home Screen tap the purple Content icon. Then, on the right-hand side tap your Laptop and then tap **Show Content**.



NB - Once connected your laptop will be displayed across all sites!



3. Content will display on the top screen in the Immersive Rooms. Content can also be **displayed on the three main screens, or on all four screens** at the same time.

To do this: from the **Content page**, tap one of the three layout icons to move the content shown to the same layout on the screens.

4. To stop sharing, tap **Stop Content**.