

Circuit

Circuit Meeting Room V1R6, Configuration Guide

Administrator Documentation

P31003-A4016-M100-01-76A9

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1 About this Manual

This manual describes the configuration instructions for the Circuit Meeting Room.

1.1 Target Group of this Manual

This manual addresses the following persons:

- Service personnel who configure a meeting and conferencing room solution based on the Circuit Meeting Room.
- Administration personnel who configure a meeting and conferencing room solution based on the Circuit Meeting Room.

To use information provided in this documentation, readers should only have general knowledge of the working methods and terms used in information technology and team communication and collaboration solutions.

1.2 This Manual's Content

This manual provides information about how to setup and configure a meeting and conferencing room solution that is based on the Circuit Meeting Room.

The manual is divided into the following sections:

- Introductory chapter with general notes on how to use the manual (current chapter)
- [Getting to Know your Circuit Meeting Room](#) (Chapter 2)
- [Setting up your Circuit Meeting Room Solution](#) (Chapter 3)
- [Setting up your Circuit Meeting Room Software](#) (Chapter 4)
- [Configuring your Circuit Meeting Room via Dashboard](#) (Chapter 5).

1.3 Representation Conventions

To highlight information in this manual, we use the following conventions.

1.3.1 Format and Display Forms

In this manual on hand the following conventions apply:

Purpose	Presentation	Example
User interface elements	Bold	Click OK
Menu sequence	>	File > Exit
Special emphasis	Bold	Do not delete Name

Purpose	Presentation	Example
Path and file names	Monospace font, for example, Courier	C:\Program Files\... or Example.txt
User input and system output	Monospace font, for example, Courier	Enter LOCAL as the file name
Key combination	Monospace font, for example, Courier	<Ctrl>+<Alt>+<Esc>

1.3.2 Notes

Critical notes and additional information are indicated in this manual in the following manner:

INFO: Denotes useful notes to be special emphasized.

NOTICE: Provides information that is essential to the completion of a task.

IMPORTANT: Advises the reader that failure to take or to avoid a specific action could result in loss of data.

1.4 Continuative Documentation

You find further information about the Circuit Meeting Room in the following places:

- *Circuit Meeting Room, Quick Solution Installation Guide.*
- Circuit Meeting Room FAQs in the Circuit Support Portal: <https://www.circuit.com/support>.

2 Getting to Know your Circuit Meeting Room

The Circuit Meeting Room is a device for providing audio and video conferencing experience in meeting and conference rooms of different size, as well as in the meeting areas of individual offices, or in home offices.

It requires connectivity to the Circuit Cloud Service and a Circuit Meeting Room subscription.

2.1 Package Contents

Before setting up your Circuit Meeting Room, verify that the package contains the following items:



A FUJITSU ESPRIMO Q958 (mini PC) and accompanying documentation (*Safety/ Regulations*)

B Power cable

C *Circuit Meeting Room, Quick Solution Installation Guide*

Optional Accessories:

D Screws and bolts

E Rubber pads

Notify your sales representative if any of the above items is missing or damaged.

2.2 Accessories

Circuit Meeting Room requires a web camera and a speakerphone. Only compatible products, such as Jabra Speak 410 speakerphone and Logitech C925e web cam, should be used. For additional compatible products please visit wiki.unify.com/wiki/Devices/Circuit_Meeting_Room.

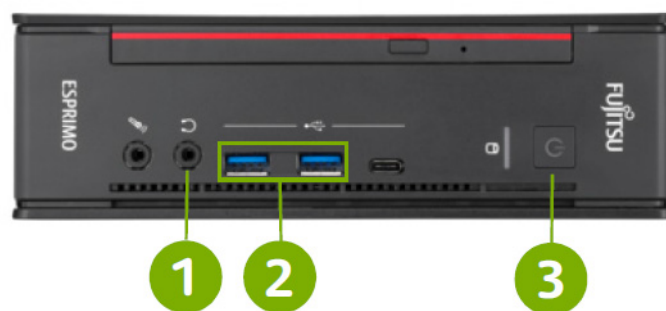


- F** Speakerphone Jabra Speak 410, packaged together with its *Getting Started*, *Warranty*, and *Safety / Regulations* documents.
- G** Web camera Logitech C925e, packaged together with its *Setup Guide* and *Important Information*, *Safety*, *Regulatory* and *Warranty* documents.

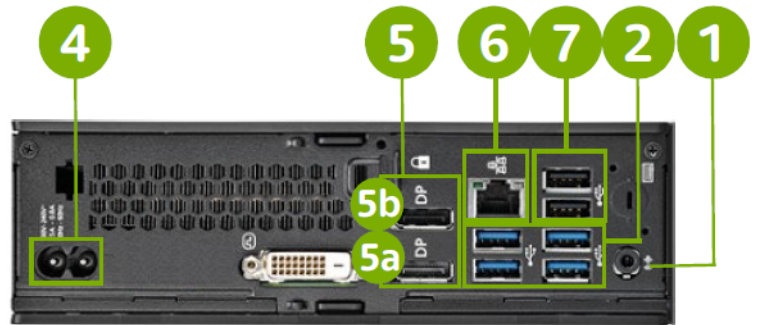
2.3 Connectors and Button

The following figures shows the front and rear panel of the FUJITSU ESPRIMO Q958 highlighting the connectors and button needed for operating the Circuit Meeting Room.

Front panel of the FUJITSU ESPRIMO Q958



Rear panel of the FUJITSU ESPRIMO Q958



- | | | | |
|---|-----------------------|----|-----------------------------------|
| 1 | Line-out connectors | 5a | DisplayPort for primary display |
| 2 | USB 3.1 connectors | 5b | DisplayPort for secondary display |
| 3 | Power button | 6 | Network connector |
| 4 | Power cable connector | 7 | USB 2.0 connectors |

3 Setting up your Circuit Meeting Room Solution

Before you begin using your Circuit Meeting Room for audio and video conferencing in your conference room, you need to setup your solution.

This chapter covers the following topics:

- [Setup Requirements](#)
- [Circuit Meeting Room Solution Placement](#)
- [Getting Started](#)

3.1 Setup Requirements

Room setup and dimensions

Circuit Meeting Room is an effective and user-friendly video conferencing solution for use in meeting and conference rooms of different size, as well as in the meeting areas of individual offices, or in home offices.

The conference room must have the following:

- Live Ethernet port
- AC power outlet for the Circuit Meeting Room and the display.

Network requirements

For HD video streams a minimum bandwidth of 2MBps is required.

INFO: By default, the Circuit Meeting Room works with HD video streams (up- and downlink). On low bandwidth, however, the quality of the video streams is adjusted accordingly.

Space requirements

For the FUJITSU ESPRIMO Q958 you must have a 185 x 190 x 59 mm / 7.28 x 7.48 x 2.32 inch (W x D x H) space available to mount the device or place it on/ under the conference table.

Display requirements

Circuit Meeting Room supports a single or dual display.

The display must have a DisplayPort or HDMI (used with DisplayPort to HDMI adapter or cable) input. For the best video quality, we recommend a resolution of 1920 x 1080 pixels.

INFO: Standard Full-HD touch screens are supported for the Circuit whiteboard feature. Multi-touch is recommended.

Connectors and accessories

An Ethernet cable is required.

Also, depending on your setup, you may need the following:

- Accessories to mount your Circuit Meeting Room
- DisplayPort to HDMI adapter or cable, if your display(s) comes with an HDMI connector (purchased separately).
- USB extension cables or USB over Ethernet extension products for the web camera or speakerphone (purchased separately).

NOTICE: The web camera Logitech C925e comes with a USB cable of 6 feet (or 72 inch or 1.83 meters) long, and the speakerphone Jabra Speak 410 comes with a USB cable of 2.33 feet (or 28 inch or 0.71 meters) long. If your setup of the Circuit Meeting Room, display and peripherals requires longer distances, you need to purchase (Active) USB extension cables.

More details on the room setup can be found in the guideline available at: http://wiki.unify.com/wiki/Circuit_Meeting_Room#.C2.A0_English

3.2 Circuit Meeting Room Solution Placement

Circuit Meeting Room Mounting/Placement

Circuit Meeting Room does not require user access during normal operation, therefore it should be placed in locations that allow for an optimal installation of cables, but also allow easy access to the power button (e.g. under desk or in a shelf near the displays). It is recommend to fix the cables properly and hide the Circuit Meeting Room rear side with its connectors from user access, avoiding users removing cables or changing the setup in any way. Circuit Meeting Room also supports VESA mounting (with mounting accessories rubber pads, screws and bolts included with your Circuit Meeting Room package).

Camera placement

The placement of your web camera depends on the specific product chosen. Smaller products typically support mounting on top of displays, others provide support for wall-mounting (e.g. placing under the display or between two displays in case of a dual display setup).

Speakerphone placement

The audio unit should be placed on the conference table with equal distance to participants.

More details on the solution placement can be found in the guideline available at: http://wiki.unify.com/wiki/Circuit_Meeting_Room#.C2.A0_English

3.3 Getting Started

Connect your Circuit Meeting Room to required accessories and peripherals.

Step by Step

1) Connect the web camera



Plug in the USB cable of the web camera **G** to an available USB connector **7**.

2) Connect the speakerphone



Plug in the USB cable of the speakerphone **F** to an available USB connector **7**.

3) Connect the network cable



Connect a network cable to the network connector **6**.

4) Connect the display



Connect the display to a DisplayPort connector **5** and turn the display on. For standard Full-HD touch screen, connect also the display to an available USB connector **2** for touch control.

IMPORTANT: For displays with an HDMI connector, please use a DisplayPort to HDMI adapter or cable.

IMPORTANT: For a dual display configuration, connect the primary display to DisplayPort connector **5a** and the secondary one to DisplayPort connector **5b**. Touch screen needs to be connected as secondary display.

5) Connect the power cable



Connect the power cable **B** to the power cable connector **4**.

6) Turn on your Circuit Meeting Room



Press the power button **3** of your Circuit Meeting Room.

4 Setting up your Circuit Meeting Room Software

A Setup Wizard will guide you through the initial configuration process of the Circuit Meeting Room.

This chapter covers the following topics:

- [Setup Requirements](#)
- [Using the Setup Wizard](#)
- [Registering your Circuit Meeting Room to Circuit.](#)

4.1 Setup Requirements

You can setup the Circuit Meeting Room software as long as the following requirements are fulfilled:

- Dashboard is accessible.
Dashboard (or Circuit Meeting Room Administration Dashboard) is the configuration interface for configuring your Circuit Meeting Room to work properly with Circuit.
Dashboard is accessed either locally, by using a USB keyboard and mouse connected to a USB connector (**2**), or remotely by entering the IP address shown on the Circuit Meeting Room display into a web browser on your computer: `https://<ip-address>`.
- Network connection and internet access are available.

NOTICE: Please check the network setup before installation (DHCP available, proxy configuration).

INFO: In its factory default configuration, the Circuit Meeting Room expects an IPv4 network, which delivers an IP address, subnet mask and default gateway address dynamically via DHCP. Therefore, if DHCP is provided in your network and no proxy is required to access the web, Circuit Meeting Room is able to connect to your LAN without requiring any further configuration.


4.2 Using the Setup Wizard

The first time the Circuit Meeting Room is turned on (or after a Factory Reset) the starting page of the Dashboard appears. Login to the Dashboard to use the Setup Wizard in order to:

- change the administration password for the Dashboard;
- configure your Circuit Meeting Room for Internet connection, if no connection is detected;
- update the Circuit Meeting Room software, if a new version is detected.

Setting up your Circuit Meeting Room Software

Using the Setup Wizard

The wizard is presented as a series of steps to be completed sequentially. As each step is completed successfully, it is ticked with a green tick .

INFO: If the Circuit Meeting Room software setup is not finished, the Setup Wizard appears every time you login to the Dashboard and resumes from where it left off.

Step by Step

- 1) Login to the Dashboard using the default administrator password:

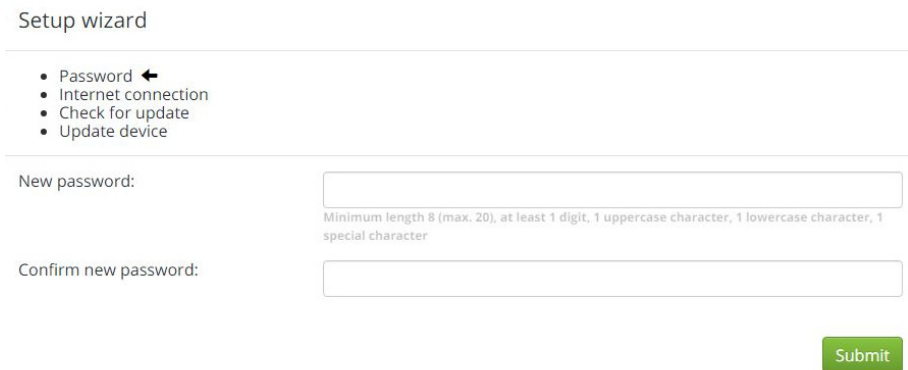
Admin%123

- a) On the upper right side of the Dashboard's window, enter the default administrator password in the **Password** field.

- b) Click **Login**.

The Setup Wizard starts.

- 2) **Password:** Change the password for accessing the Dashboard:



The screenshot shows the 'Setup wizard' interface. On the left, a list of steps is shown: 'Password' (selected with a left arrow), 'Internet connection', 'Check for update', and 'Update device'. Below this, there are two input fields: 'New password:' and 'Confirm new password:'. The 'New password' field has a tooltip that reads: 'Minimum length 8 (max. 20), at least 1 digit, 1 uppercase character, 1 lowercase character, 1 special character'. A green 'Submit' button is located at the bottom right of the form.

- a) Enter the new password in the **New password** field and then repeat this entry in the **Confirm new password** field.

INFO: As long as the two entries do not match one another or the password policy, the fields are highlighted in red. Once the two entries are identical and match the password policy, the fields turn back to white.

- b) Click **Submit**.

Your password has changed.

- 3) **Internet connection:**

- If a connection to the internet is available, the Setup Wizard automatically proceeds to the following step.

- If no connection is available, click **Cancel** while the connectivity check is in progress or click **OK** afterwards.

Setup wizard

- Password ✓
- Internet connection ←
- Check for update
- Update device

Checking internet connection, please wait.



Cancel

If you click **Cancel** you can, then, click **Network configuration** to proceed (or **Return** to go back).

Setup wizard

- Password ✓
- Internet connection ←
- Check for update
- Update device

Do you really want to cancel the internet connectivity check and configure the network?

Network configuration

Return

The Setup Wizard will take you to the **Network** configuration page of the Dashboard so as to adapt the network settings.

a) Edit the network settings as follows:

(i) If DHCP is provided, make sure the **DHCP** option is turned on. Otherwise, make sure the **DHCP** option is turned off and enter the static **IP address**, **Subnet mask**, **Default gateway**, **Primary DNS**, and **Secondary DNS** (optional).

(ii) If no proxy is required to access the web, make sure the **Proxy** option is turned off. Otherwise, make sure the **Proxy** option is turned on and specify the Proxy **Server address** and a **username** and **password** if required.

(iii) If Circuit operates in a private cloud and a proxy has been configured to access the web, you can have Circuit traffic bypass the proxy so that it remains on the private network. It is enough just to turn the **Circuit no proxy** option on.

(iv) Click **Submit**.

You see a message that IP address is changing.

If you access Dashboard locally (by using a USB keyboard / mouse): If the **DHCP** option was switched from ON to OFF, the Dashboard reloads automatically and you need to login again to the Dashboard. If it was switched the opposite way, press <F5> to see the status page.

When Dashboard is accessed remotely: make sure that your browser points to the IP address, which has just been configured. Otherwise, you will not be able to connect to the Circuit Meeting Room!

b) Login again to the Dashboard, if required.

The Setup Wizard resumes from where it left off.

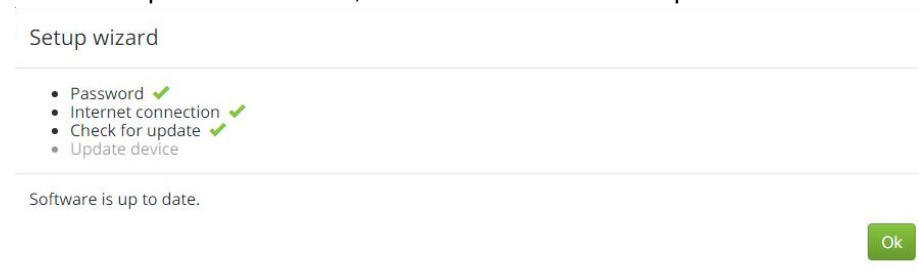
NOTICE: Circuit and Circuit Meeting Room work over any network connection provided that you can access <https://na.yourcircuit.com> or <https://eu.yourcircuit.com>.

If there is a firewall on your network, configuration might be required.

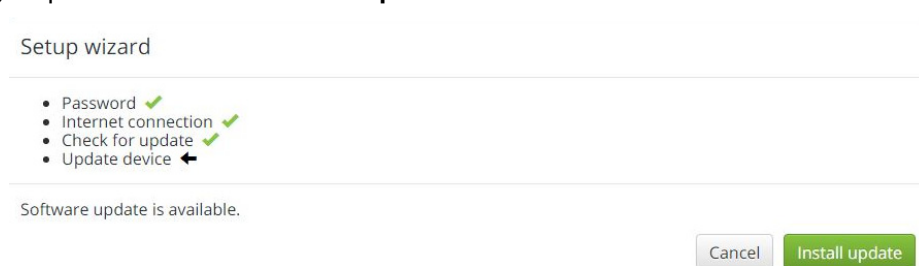
For more information on the network requirements, please visit: <https://www.circuit.com/unifyportalfaqdetail?articleId=48855>

4) Check for update:

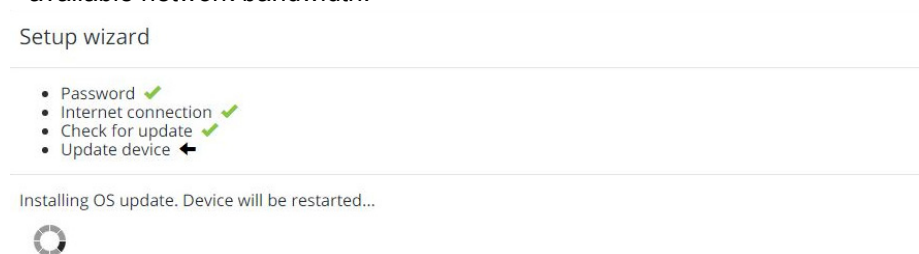
- If an update is available, the Setup Wizard automatically proceeds to the following step.
- If no update is available, click **OK** to finish the Setup Wizard.



5) Update device: Click **Install update.**



The installation process will take some time to complete, depending on your available network bandwidth.



The Setup Wizard finishes.

Next steps

Register your Circuit Meeting Room to Circuit.

4.3 Registering your Circuit Meeting Room to Circuit

Once the Circuit Meeting Room software setup is completed, the Dashboard - wherever you access it from - shows the **Circuit** configuration page. Follow the steps described below to register your Circuit Meeting Room to Circuit.

Prerequisites

- Read the Circuit Meeting Room's **Device ID** from the Dashboard's **Circuit** page.

Step by Step

- 1) Provide the Circuit Meeting Room's **Device ID** to your Circuit domain administrator (via phone, e-mail, Circuit, or any other convenient means).
- 2) Get a temporary registration code from your Circuit domain administration (via phone, e-mail, Circuit, or any other convenient means).

This code is automatically generated by the Circuit backend when the Circuit domain administrator adds your Circuit Meeting Room to Circuit (into the tenant database).

INFO: The registration code consists of alphanumeric characters, for example: EUj3XedGna

The two leading characters (always uppercase letters) refer to the Circuit system that the device should automatically connect to.

In case the two leading characters of the registration code are **XX**, your domain administrator will also provide you with a Server URL.

- 3) In the **Circuit** configuration page of the Dashboard, enter the registration code you received into the **Registration code** field.

NOTICE: The registration code is valid for a limited time (24 hours), so you need to enter it the soonest possible. If your registration code expired, request a new one from your Circuit domain administrator.

- 4) In case the two leading characters of the registration code are **XX**:
 - a) Turn the **Manual** option on.
 - b) Enter the Server URL you received into the **Server URL** field.
- 5) Click **Submit**.
- 6) Circuit Meeting Room tries to connect to the Circuit Server specified.

Circuit App starts automatically on the Circuit Meeting Room and displays its idle screen.

Dashboard shows the **Status** page. There you see information about the status of the **Circuit** App that is running on the Circuit Meeting Room and whether it is connected to the Circuit server.

- If the Circuit Server is reachable, the idle screen shows the following:
 - (i) Short instructions on how to use the Circuit Meeting Room;
 - (ii) Name of the Circuit Meeting Room;
 - (iii) PIN required for adding the Circuit Meeting Room to a conference;
 - (iv) IP address of the Circuit Meeting Room, in case remote access to Dashboard is needed;
 - (v) Installed version of the Circuit App and operating system.
- If the Circuit Server is not reachable, the idle screen shows the Circuit Meeting Room's ID and a prompt to (re-)enter the registration code either directly on the Circuit App (in that case, a keyboard attached to the Circuit Meeting Room is required) or through the Dashboard.

NOTICE: If the registration code is incorrect or expired, request a new one from your Circuit domain administrator.


The Circuit Meeting Room is registered to Circuit!

Next steps

After having your Circuit Meeting Room setup and registered to Circuit, you are ready to use it. You - or any other user connected to a Circuit client - are able to add the Circuit Meeting Room to a conference as follows:

1. Start or join a conference from your Circuit client (web, desktop or mobile).

NOTICE: A Circuit Meeting Room cannot join a one-to-one call.

2. Select the **Add to conference** icon  on the call action bar and then select **Add meeting room**.
3. Enter the name of the Circuit Meeting Room into the search box or select it from the list of last used Circuit Meeting Rooms, and choose to add it to the conference.
4. Enter the PIN when prompted by your Circuit client.

During a conference, the display(s) connected to the Circuit Meeting Room can show the videos or images of up to four participants plus the video of the local conference room allowing for an improved and more engaging conference experience. It can also show any screen, application or whiteboard shared during the conference. The way participant videos / images, screen share or whiteboard are arranged on the Circuit Meeting Rooms display(s) is defined by a display layout.

There are three generic display layouts:

- **Large** (default): The active speaker / screen share / whiteboard appears larger on the display.
- **Split:** The active and most recent other speakers all appear equal size on the display.

- **Focus:** Only the active speaker / screen share / whiteboard appears on the display.

The specific layouts applied depend on the number of conference participants, whether screen share or whiteboard is in progress during the conference as well as whether the Circuit Meeting Room is configured with a single or dual display. For more information, please refer to Display layouts on Circuit Meeting Room

When a Circuit Meeting Room is added to a conference, the default generic layout used is *Large*. The person who added the Circuit Meeting Room to the conference (invitee) can change its display layout to *Split* or *Focus* as described in: Changing the display layout for a Circuit Meeting Room from a Circuit client (web, desktop or mobile).

In a dual display configuration, by default, the primary display shows only participant videos / images. Any screen or whiteboard shared during the conference can be only shown on the secondary display.

You may use the Dashboard, if you want to further configure your Circuit Meeting Room.

5 Configuring your Circuit Meeting Room via Dashboard

The Circuit Meeting Room Administration Dashboard (or simply Dashboard) is a web-based application for configuring the Circuit Meeting Room to work properly with Circuit.

Accessing the Dashboard

In the Circuit Meeting Room, you may reach the Dashboard as follows:

1. Automatically
The first time the Circuit Meeting Room is turned on and when the Circuit Meeting Room is not appropriately setup and configured, the display connected to the Circuit Meeting Room shows the Dashboard.
2. Manually
Once the Circuit Meeting Room is appropriately setup and configured, the display connected to the Circuit Meeting Room shows the Circuit App. If you need to access the Dashboard, you must connect a keyboard and/or mouse to the Circuit Meeting Room and then press <Alt>--<Tab>.

Since the Dashboard is a web-based application, there is no need for the Circuit Meeting Room to have a locally attached keyboard or mouse. All configuration tasks can be carried out from a computer, smartphone or tablet, which is located in the same network as the Circuit Meeting Room. To reach the Dashboard from such a device:

- Open a web browser and enter therein `https://<ip-address>`, where `<ip-address>` is the IP address assigned to your Circuit Meeting Room.
- In case the display connected to the Circuit Meeting Room shows the starting page of the Dashboard, you see a QR code therein. Scan this code with your Smartphone or Tablet to invoke the Dashboard without manually entering its address (URL).

Status Overview

The starting page of the Circuit Meeting Room Administration Dashboard provides an overview of the Circuit Meeting Room's current status.

It provides, also, a login dialog for the administrator, the option to restore the Circuit Meeting Room to its factory default (**Factory Reset** button), and a drop-down menu to select the system language to use with the Circuit Meeting Room. The **Factory Reset** button and the system language drop-down menu are only visible when Dashboard is accessed locally.

Finally, the starting page of the Dashboard provides a link to legal information such as third party software information and End User License Agreement (EULA) information for the software components shipped with the Circuit Meeting Room.

Configuration Options

After logging on, the following configuration pages (or tabs) are available for configuring the Circuit Meeting Room:

- **Status**
This tab provides an overview of the Circuit Meeting Room's current status as the starting page of the Dashboard.
- **Network**
Use this tab to edit settings for connecting your Circuit Meeting Room to the local area network.
- **QoS**
Use this tab to configure Quality of Service (QoS) settings on the Circuit Meeting Room.
- **SNMP**
Use this tab to configure Simple Network Management Protocol (SNMP) settings on the Circuit Meeting Room to allow the device to send SNMP traps to a network management system.
- **Locality**
Use this tab to perform the regional settings, such as language and timezone, for your Circuit Meeting Room.
- **Circuit**
Use this tab to edit settings for connecting your Circuit Meeting Room to a Circuit server and to try out new, experimental features.
- **Maintenance**
Use this tab to perform settings for enabling a remote party to securely connect to your Circuit Meeting Room, as well as for performing maintenance tasks such as system restart, factory rest and download system logs.
- **Software**
Use this tab to update the software of your Circuit Meeting Room device and configure notifications for software updates.
- **Security**
Use this tab to change the administration password or install your own web server certificate on the Circuit Meeting Room Administration Dashboard.
- **System**
Use this tab to schedule a periodic reboot or configure the energy saving and other system settings of the Circuit Meeting Room.

On the upper side of all the configuration pages, you see a drop-down menu to change the system language to use with the Circuit Meeting Room (visible only when Dashboard is accessed locally) and the option to logout. You see, also, a link to legal information such as third party software information and end user licence agreement.

INFO: All configuration settings are stored in the Circuit Meeting Room.

5.1 Logon and Status Overview

The starting page of the Circuit Meeting Room Administration Dashboard provides an overview of the Circuit Meeting Room status. It also shows the login dialog for the administrator.

Status Overview

When the Circuit Meeting Room Administration Dashboard opens, you see the following information about the current status of the Circuit Meeting Room:

- **Device ID** of the Circuit Meeting Room.
- **Device Name** of the Circuit Meeting Room.
- **Network address**
In case a network connection exists, you see the IP address of the Circuit Meeting Room. Otherwise, you see a message that IP address cannot be set and that you have to check the network and settings.
- **Software versions**
Here you see version information for Circuit App and Operating System that is installed on the Circuit Meeting Room.
- Connection to the **Update server** status.
- **Circuit**
Here you see the status of the Circuit App that is running on the Circuit Meeting Room.
- **Display(s)** presence.
- **Video** device (webcam) presence.
- **Audio** device (speakerphone) presence.
- **MAC Address** of the Circuit Meeting Room.

This information is the result of related checks performed by the Circuit Meeting Room.

NOTICE: In case any of the checks fail: a) Circuit Meeting Room displays the Dashboard, and b) the starting page of the Dashboard displays error messages in red font color.

Furthermore, you see a QR code, a square-shaped coded graphic that corresponds to the web address of the Dashboard.

INFO: Scan this QR code with your Smartphone or Tablet for configuring the Circuit Meeting Room via the respective device.

The information displayed on the starting page of the Dashboard is also available through the **Status** tab of the Dashboard, after you login.

On the upper side of the starting page you see an option to login to the Dashboard, the option to restore the Circuit Meeting Room to its factory default (**Factory Reset** button), and a drop-down menu to select the system language to

use with the Circuit Meeting Room. The **Factory Reset** button and the system language drop-down menu are only visible when Dashboard is accessed locally.

Finally, the starting page of the Dashboard provides a link to legal information such as third party software information and end user licence agreement.

5.1.1 How to Log On

To configure the Circuit Meeting Room, you need to log on to the Circuit Meeting Room Administration Dashboard.

Prerequisites

- The Circuit Meeting Room Administration Dashboard is open in the Web Browser.
- You see the starting page of the Circuit Meeting Room Administration Dashboard (logon and status page).

Step by Step

- 1) On the upper right side of the screen, enter your password in the **Password** field.
- 2) Click **Login**.

You are logged in the Circuit Meeting Room Administration Dashboard.

On the upper side of the screen, you see the option to **logout**.

5.1.2 How to Log Off

You may log off from the Circuit Meeting Room Administration Dashboard at any time.

Step by Step

- › Click **logout** on the upper right side of the Circuit Meeting Room Administration Dashboard.

You are logged off and the logon and status page is displayed.

5.2 Status

The **Status** tab is your landing page after logged in to Dashboard. It displays the same information as the starting page of the Dashboard.

5.3 Configuring the Network Settings

On the **Network** tab, you can view and edit settings for connecting your Circuit Meeting Room to the data network.

IP addressing

The tab provides the following options for IP addressing:

- **DHCP**
Turn this option on, if DHCP is used to dynamically assign an IP address, Subnet mask and Default gateway to the Circuit Meeting Room. Turn this option off to use "static" IP addressing.

NOTICE: When DHCP is turned on, you cannot edit the **IP address**, **Subnet mask**, **Default gateway**, **Primary DNS**, and **Secondary DNS** fields.

To use "static" IP addressing, turn off the DHCP option and specify the following:

- **IP address**
Specify here the static IP address.
- **Subnet mask**
Specify here the subnet mask for the static IP address.
- **Default gateway**
Specify here the address of the network's default gateway.
- **Primary DNS**
Specify here the preferred DNS Server address.
- **Secondary DNS**
Specify here the alternate DNS Server address (optional).

NOTICE: IP addresses are entered in the "Dotted Decimal" notation (e.g., 192.168.1.100). Otherwise, an IP address is not valid, and you see the respective text field highlighted in red.

Proxy settings

The tab allows for the following Proxy settings:

- **Proxy**
Turn this option on, when a Proxy Server is used to access the web. Turn this option off, if no proxy is used.

NOTICE: When Proxy is turned off, you cannot edit the **Server address**, **Username** and **Password** fields neither you can turn the **Circuit no proxy** option on.

When a Proxy Server is used, specify the following:

- **Server address**
Specify here the IP or FQDN address of the Proxy Server.
- **Username**
If your Proxy Server requires a username and password, enter here the Username.
- **Password**
If your Proxy Server requires a username and password, enter here the password.
- **Circuit no proxy**
If Circuit operates in a private cloud and a proxy has been configured to access the web, turn this option on so that Circuit traffic bypasses the proxy and remains on the private network. Turn this option off, otherwise.

NOTICE: The Proxy Server address is entered in the following form: *<protocol>://<IP address in "Dotted Decimal" notation or FQDN address>:<port>*. An example is:

`http://172.28.12.5:8080` or

`http://http-proxy.example.com:8080`.

Otherwise, the Proxy Server address is not valid and you see the respective text field highlighted in red.

To apply any change, click **Submit**.

NOTICE: Your system administrator will provide you the network connection data.

INFO: By default, the **DHCP** option is turned on and the **Proxy** option is turned off. Thus, if your network uses DHCP IP address allocation and no proxy is required to access the web, the Circuit Meeting Room is able to connect to your LAN without requiring any further configuration.

5.4 Configuring Quality of Service (QoS)

You can configure the Circuit Meeting Room to tag audio and video traffic as of high priority so that it takes precedence over lower priority traffic within the network. This is to ensure the Quality of Service (QoS) required for real-time conferencing.

Use the **QoS** tab to configure QoS tagging based on port ranges at the Layer 3 IP header of the traffic packets; this is also called Differentiated Services Code Point (DSCP) marking.

Check out the following pages for further information on:

- [How to Configure UDP QoS](#)

- [How to Configure UDP QoS](#)

5.4.1 How to Configure UDP QoS

You can configure QoS to tag UDP packages to indicate their priority.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **QoS** tab.
- 2) To manually enter the **Start port** and **End port** input fields for each type of real-time media traffic, turn **Manual port range** on.
- 3) Turn **UDP (QoS)** on.
- 4) Specify the following settings for **Audio (UDP)** packages:
 - a) **DSCP**: Enter here the DSCP marking value that will be assigned to UDP audio packets to indicate their priority.

The value can be an integer from 0 to 63 or one of the following keywords: AF11, AF12, AF13, AF21, AF22, AF23, AF31, AF32, AF33, AF41, AF42, AF43, BE, CS0, CS1, CS2, CS3, CS4, CS5, CS6, CS7, EF.

INFO: If you enter a non-valid value here, you see the respective field highlighted in red.

- b) If **Manual port range** is turned on, enter values to the **Start port** and **End port** fields. These are used to specify the port range for Audio (UDP) packages and should match the port range on the Circuit media server.
 - c) If **Manual port range** is turned off, all port fields are filled in with default values and cannot be edited.
- 5) Repeat the step 4 for **Video (UDP)** packages.
 - 6) Click **Submit**.

You have enabled and configured QoS tagging based on port ranges for UDP packages.

Next steps

If you no longer want to tag UDP packages, turn **UDP QoS** off and click **Submit**.

5.4.2 How to Configure TCP QoS

You can configure QoS to tag UDP packages to indicate their priority.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **QoS** tab.
- 2) To manually enter the **Start port** and **End port** input fields for each type of real-time media traffic, turn **Manual port range** on.
- 3) Turn **TCP (QoS)** on.
- 4) Specify the following settings for **Audio (TCP)** packages:
 - a) **DSCP**: Enter here the DSCP marking value that will be assigned to TCP audio packets to indicate their priority.

The value can be an integer from 0 to 63 or one of the following keywords: AF11, AF12, AF13, AF21, AF22, AF23, AF31, AF32, AF33, AF41, AF42, AF43, BE, CS0, CS1, CS2, CS3, CS4, CS5, CS6, CS7, EF.

INFO: If you enter a non-valid value here, you see the respective field highlighted in red.

 - b) If **Manual port range** is turned on, enter values to the **Start port** and **End port** fields. These are used to specify the port range for Audio (TCP) packages and should match the port range on the Circuit media server.
 - c) If **Manual port range** is turned off, all port fields are filled in with default values and cannot be edited.
- 5) Repeat the step 4 for **Video (TCP)** packages.
- 6) Click **Submit**.

You have enabled and configured QoS tagging based on port ranges for TCP packages.

Next steps

If you no longer want to tag TCP packages, turn **TCP QoS** off and click **Submit**.

5.5 Configuring Locality

On the **Locality** tab, you can view and edit regional settings, such as the language and timezone, which are used as the default settings for your Circuit Meeting Room.

Circuit Meeting Room currently supports the following languages: English (that is the default language) and German. You can change the language at any time.

Language Settings

The tab allows for the following language settings for the Dashboard:


- **System language**
Chose the language your want to use.

Time Settings

The tab allows for the following time settings:

- **Manual time**
Turn this option on, if you want to manually set the date and time of the Circuit Meeting Room. If you want the Circuit Meeting Room to synchronize its system time to a Network Time Protocol (NTP) server, turn this option off.

When **Manual time** is turned on, specify the following:

- **Timezone**
Enter here the timezone for your Circuit Meeting Room.
As you type in a timezone, a list of suggested timezones is displayed to select from.
- **Date**
Specify here the date for your Circuit Meeting Room. To do that, click on the respective field (or the icon ) and pick a date from the calendar that opens. Otherwise, enter manually a date in the appropriate format.
- **Time**
Specify here the time for your Circuit Meeting Room in the appropriate format. Enter the hours (hh) in the left field and the minutes (mm) in the right one. Also, choose between **PM** and **AM** as appropriate.

When **Manual time** is turned off, specify the following:

- **Timezone**
Select here the timezone for your Circuit Meeting Room.
- **NTP**
Enter here the address of an NTP Server.

NOTICE: The NTP Server address is entered in the “Dotted Decimal” notation, (e.g., 192.168.1.100).

Otherwise, the NTP Server address is not valid, and you see the respective text field highlighted in red.

To apply any change, click **Submit**.

5.6 Configuring SNMP

Use the **SNMP** tab to configure Simple Network Management Protocol (SNMP) settings on the Circuit Meeting Room to allow the device to send unsolicited SNMP v3 traps to a network management system.

SNMP traps report significant events that occur on the device such as:

- Speakerphone disconnected
- Web camera disconnected
- Circuit App down.

5.6.1 How to Configure SNMP traps

Enable the Circuit Meeting Room to send SNMP traps for significant events.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.
- You have obtained the required configuration settings from the network administrator of the SNMP manager hosting the trap receiver. These include the IP address of the trap receiver(s) and information for the account that will be used to validate the trap on the trap receiver.

Step by Step

- 1) Go to the **SNMP** tab.
 - 2) Turn **SNMP** on.
 - 3) In the **Authentication username** field, enter the user name for the account that will be used to validate the trap on the trap receiver.
 - 4) In the **Authentication password** field, enter the corresponding password.
This field is required only for an authenticated connection.
The password must contain at least eight alphanumeric characters.
 - 5) In the **Encryption password** field, enter the password to encrypt and decrypt trap data.
This field is only required for an authenticated and private connection.
 - 6) In the **Trap destination 1** field, enter the IP address of the machine, to which the traps will be sent.
 - 7) In the **Trap destination 2** field, you can optionally enter the IP address of a second machine, to which the traps will be sent.
 - 8) Turn **Send “audio connected”** on, if you want the device to send an SNMP trap when the speakerphone is disconnected.
 - 9) Turn **Send “video connected”** on, if you want the device to send an SNMP trap when the web camera is disconnected.
 - 10) Click **Submit**.
- SNMP traps are enabled.

Next steps

If you want to prevent the Circuit Meeting Room from sending SNMP traps, turn **SNMP** off and click **Submit**.

5.7 Configuring Circuit

Use the **Circuit** tab to register the Circuit Meeting Room to Circuit. Once registered, you can also use this tab to try out new, experimental Circuit Meeting Room features.

Check out the following pages for further information on:

- [How to register the Circuit Meeting Room to Circuit](#)
- [How to Enable / Disable Circuit Meeting Room Lab Features](#)

5.7.1 How to register the Circuit Meeting Room to Circuit

To register your Circuit Meeting Room to Circuit and make it able to reach a certain Circuit server, you need to obtain and enter a registration code.

You need a registration code in the following cases:

- To register Circuit Meeting Room to Circuit (initial configuration);
- To make your Circuit Meeting Room point to another Circuit server (other than the one specified during the initial configuration);
- If - for any reason - the current configuration, which is stored in the Circuit Meeting Room and used to authenticate your Circuit Meeting Room with a certain Circuit Server, is lost.

INFO: In case the current configuration is lost, the Circuit App displays its idle screen with the Circuit Meeting Room's Device ID and a prompt to enter a valid registration code displayed therein. Enter the registration code either through the Circuit App (a locally attached keyboard is, then, required), or through the Dashboard, wherever you access it from.

To acquire a registration code, you need to provide your Circuit domain administrator with your Circuit Meeting Room's **Device ID** via phone, email, Circuit or any other convenient means of communication. After adding the Circuit Meeting Room to Circuit (using the Device ID you communicated), your domain administrator will provide back to you a temporary registration code and, optionally, a Server URL.

Then, enter the registration code as described below.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **Circuit** tab.
- 2) Enter the registration code you received into the **Registration code** field.
- 3) In case the two leading characters of the registration code are **xx**:
 - a) Turn the **Manual** option on.
 - b) Enter the Server URL you received into the **Server URL** field.
- 4) Click **Submit**.

Next steps

Follow the same step-by-step procedure used to register the Circuit Meeting Room to Circuit (see [Registering your Circuit Meeting Room to Circuit](#)).

5.7.2 How to Enable / Disable Circuit Meeting Room Lab Features

Lab features allow you to try out new, experimental features that are considered to be released in the future.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **Circuit** tab.

Any experimental features will be displayed.

- 2) Turn on the feature you would like to try.

The corresponding feature is enabled and available for all Circuit Meeting Room users to use.

Next steps

Turn off the feature if you no longer want it to be available for use.

5.8 Configuring Maintenance Tasks

Use the **Maintenance** tab to view and edit settings for enabling a remote party to securely connect to your Circuit Meeting Room device, but also perform maintenance tasks such as system restart, factory reset and view and download system logs.

Check out the following pages for further information on:

- [How to Enable SSH Access to my Circuit Meeting Room](#)
- [How to Disable SSH Access to my Circuit Meeting Room](#)
- [How to Restart my Circuit Meeting Room](#)
- [How to Restore my Circuit Meeting Room to its Factory Defaults](#)
- [How to Download System Logs](#)
- [How to View System Logs on my Circuit Meeting Room](#)

5.8.1 How to Enable SSH Access to my Circuit Meeting Room

Enable administrative SSH ("Secure Shell") access to your Circuit Meeting Room, to allow a remote party to securely connect to your Circuit Meeting Room.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **Maintenance** tab.
- 2) Turn the **SSH** option on.
- 3) Enter the password that a remote party should provide to gain remote administrative access to the Circuit Meeting Room, in the **Password** field.
- 4) Enter the **Start time** in minutes (range between 1 and 10). This determines the time period within which a connection can be established by a remote party.

INFO: This period starts immediately after the SSH Access settings are applied by clicking **Submit**.

NOTICE: If you enter a non-valid value here (i.e., a value other than an integer from 1 to 10), you see the respective field highlighted in red.

- 5) Enter the maximum session **Session length** in minutes (range between 5 and 60).

NOTICE: If you enter a non-valid value here (i.e., a value other than an integer from 5 to 60), you see the respective field highlighted in red.

- 6) Click **Submit**.

You have successfully enabled administrative SSH access to your Circuit Meeting Room from another computer.

Next steps

Communicate to the remote party the IP address of your Circuit Meeting Room and the SSH password you have set. Let the remote party know that:

- SSH connection is only possible for a limited period of time;
- there is a timeout period for SSH connections;
- they can access the Circuit Meeting Room as "admin" user.

INFO: In case of an SSH connection setup timeout or SSH session timeout, SSH access is automatically disabled.

5.8.2 How to Disable SSH Access to my Circuit Meeting Room

Disable SSH ("Secure SHell") access to your Circuit Meeting Room.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **Maintenance** tab.
- 2) Turn the **SSH** option off.

INFO: When **SSH** option is disabled, you cannot edit the **Password**, **Start time**, and **Session length** fields.

- 3) Click **Submit**.

You have successfully disabled SSH access to your Circuit Meeting Room.

5.8.3 How to Restart my Circuit Meeting Room

Restart your Circuit Meeting Room when required, for example after a system update, through the Dashboard.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **Maintenance** tab
- 2) Click **Now** next to **Restart**.
- 3) On the Confirmation dialog that opens, click **OK**.

The Circuit Meeting Room shuts down and restarts automatically.

Next steps

To continue using Dashboard, the Circuit Meeting Room should be back to normal operation.

5.8.4 How to Restore my Circuit Meeting Room to its Factory Defaults

Restore your device to its factory defaults so that all configuration settings, software updates and patches applied are removed.

Prerequisites

- The Circuit Meeting Room Administration Dashboard is open in the Web Browser.

Step by Step

- › If you are accessing the Dashboard locally and you have not yet logged in, click the **Factory reset** button on the starting page of the Dashboard.
- › If you are accessing the Dashboard locally and you are logged in or if you are accessing the Dashboard remotely, proceed as follows:
 - a) Log in to the Circuit Meeting Room Administration Dashboard.
 - b) Go to the **Maintenance** tab.
 - c) Click **Now** next to **Factory Reset**.
 - d) On the Confirmation dialog that opens, click **OK**.
 - e) Click **Open** and wait for the restore time to finish.

The Circuit Meeting Room is restored to its factory defaults.

The Circuit Meeting Room restarts automatically.

Next steps

- Continue with [Setting up your Circuit Meeting Room Software](#).

5.8.5 How to Download System Logs

System logs provide historical information that can help experts to track down system problems. The Dashboard provides an option to download the system logs as a file onto your computer. Your helpdesk or technician may request you to download and provide these log files for troubleshooting.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **Maintenance** tab
- 2) Click **Download**, next to **System logs**.

System logs are downloaded to your local computer (or smartphone or tablet) to the default download location.

NOTICE: This is only supported when Dashboard is accessed remotely.

5.8.6 How to View System Logs on my Circuit Meeting Room

Dashboard allows you to view basic logs of the Circuit Meeting Room, like important status messages and events, as well as to filter or search for specific terms within the logs.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **Maintenance** tab
- 2) Click **Show**, next to **Basic logs**.
- 3) On the pop-up windows that opens, the Circuit Meeting Room's logs are shown in chronological order.
 - a) Enter a search term in the input field and press <Enter> to perform a search within the logs.

Use <Enter> to move to the next match or <Shift>+<Enter> to move to the previous.
 - b) Click **Error messages** or **All messages** to filter the logs.
 - c) Click **Back** to close the pop-up window and return to the **Maintenance** tab.

5.9 Updating Software

The Circuit Meeting Room comes with an operating system, the Dashboard and a version of the Circuit App pre-installed and periodically checks for updates of its software.

When an update of the Circuit App is found, it is automatically downloaded and installed. If the new version of the Circuit App requires a newer version of the operating system, by default, you will be informed about this via a notification on the Circuit App.

With automatic updates you always have the latest version of the Circuit App. In some cases though, for example for troubleshooting purposes, you may need to update the Circuit App to a version that is not the latest available.

When an update of the Circuit Meeting Room software (operating system including the Dashboard and a version of the Circuit App) is found, by default, a notification will be shown on the Circuit App.

You can use the **Software** tab of the Dashboard to update the whole Circuit Meeting Room software. You can also use it to disable the notifications for operating system updates, if IT personnel will take care of SW updates and there is no need to inform users, or to manually update the Circuit App to a different version.

Check out the following pages for further information on:

- [How to Update the Circuit Meeting Room Software](#)
- [How to Disable/ Enable Notifications for Operating System Updates](#)
- [How to Manually Update the Circuit App to a Different Version](#)

5.9.1 How to Update the Circuit Meeting Room Software

You can check for updates and trigger an online update of the Circuit Meeting Room software (operating system including the Dashboard and a version of the Circuit App) if a new version is available (recommended), or you can download and install its latest version offline.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step


- › To check for updates, go to the **Software** tab.

The Circuit Meeting Room periodically searches the Unify Software Supply Server for new updates of the operating system (including the Dashboard and a version of the Circuit App).

If no update is available, you see the message `No update available!` next to **Online update** along with information about the current version installed.

If an update is available, you see the button **Install (<new_version_info>)** next to **Online update**, where `<new_version_info>` is the new version found.

- › To online update the Circuit Meeting Room software to the new version, proceed as follows:
 - a) Click **Install (<new_version_info>)** next to **Online update**.
 - b) On the confirmation dialog that opens, click **OK**.

The new software version is automatically downloaded and installed on the Circuit Meeting Room.
- › To download and install offline the latest version of the Circuit Meeting Room software (operating system including the Dashboard and a version of the Circuit App), proceed as follows:
 - a) Go to the Unify Customer Support Portal (<https://www.unify.com/us/support/customer-support-portal.aspx>) and download the latest version of the Circuit Meeting Room software to your local computer.
 - b) Go to the **Software** tab of the Dashboard.
 - c) Click , next to **Update from file**.
 - d) On the File Upload dialog that opens, locate and select the file that corresponds to the version of the Circuit Meeting Room software you would like to install, and click **Open**.

INFO: You can, alternatively, enter the file path of the installation file into the input field next to **Update from file**.

e) Click **Install**.

The Operating System of the Circuit Meeting Room (as well as the Dashboard and Circuit App) is (re)installed.

- › By default, **Software validation** is enabled, which means that only signed and verified images of the operating system can be installed. To allow the installation of unsigned images or images whose digital signature cannot be verified, turn **Software validation** off.

INFO: Turning **Software validation** off is a security risk, and you must do it only if there is trusted and reliable information provided by Unify to do so.

Next steps

Login to the Dashboard and follow the Setup Wizard that starts automatically in order to initially configure your Circuit Meeting Room. For more information, please refer to [Setting up your Circuit Meeting Room Software](#).

5.9.2 How to Disable/ Enable Notifications for Operating System Updates

The Circuit Meeting Room is by default configured to show a notification on the Circuit App when a new version of the operating system becomes available or when an update of the operating system is required. You can change this default setting at any moment through the Dashboard, if IT personnel will take care of SW updates and there is no need to inform users.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **Software** tab
- 2) Turn **Show OS update info** off.

Next steps

Turn **Show OS update info** on, if you want to re-enable notifications for operating system updates.

5.9.3 How to Manually Update the Circuit App to a Different Version


You can manually update the Circuit App to a version other than the one automatically installed, for example for troubleshooting.

NOTICE: It is not recommended to manually update the Circuit App. You should only do it if there is trusted and reliable information to do so and a version has been provided to you by Unify.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.
- A version of the Circuit App has been provided to you by Unify.

Step by Step

- 1) Go to the **Software** tab.
- 2) Turn **Install app manually** on
- 3) Click , next to **Install from file**.
- 4) On the File Upload dialog that opens, locate and select the file that corresponds to the version of the Circuit App you would like to install, and click **Open**.

INFO: You can, alternatively, enter the file path of the installation file into the input field next to **Update from file**.

- 5) Click **Install**.

5.10 Configuring Security Aspects

Use the **Security** tab to change your administration password and install your own web server certificate on the Circuit Meeting Room Administration Dashboard.

Check out the following pages for further information on:

- [How to Configure UDP QoS](#)
- [How to Install my own Web Server Certificate on Dashboard](#)
- [How to Remove my own Web Server Certificate from Dashboard](#)

5.10.1 How to Change my Admin Password

Change the admin password regularly to prevent unauthorized persons from accessing Dashboard.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **Security** tab.
- 2) Enter the password you currently use in the **Old admin password** field.
- 3) Enter the new password in the **New admin password** field and then repeat this entry in the **Confirm new admin password** field.

The password policy supported includes the following rules:

Policy Rule		Value
Minimum Length	8	
Maximum Length	20	
Minimum number of upper case letters	1	
Minimum number of lower case letters	1	
Minimum number of numerals	1	
Minimum number of special characters	1	
Password change requires knowledge of old password	Yes	
Force change password after use	Yes	

- 4) Click **Submit**.

You have changed the admin password. Use it for your next login to the Dashboard.


5.10.2 How to Install my own Web Server Certificate on Dashboard

All communications between your web browser and Dashboard are encrypted and, therefore, the Circuit Meeting Room is shipped with a default HTTPS certificate. Should you want, you may install your own certificate and private key on the Circuit Meeting Room, so as to comply with your company's established security policy.

Prerequisites


- You are logged in to the Circuit Meeting Room Administration Dashboard.
- The certificate is in the format defined by X.509 v3.

Step by Step

- 1) Go to the **Security** tab.
- 2) Locate the private key:
 - a) Click , next to **Dashboard key**.
 - b) On the File Upload dialog that opens, locate and select the file that corresponds to the private key and click **Open**.

INFO: The file has the suffix `.key`.

3) Locate the certificate:

- a) Click , next to **Dashboard certificate**.
- b) On the File Upload dialog that opens, locate and select the file that corresponds to the certificate and click **Open**.

INFO: The file has the suffix `.cert`.

4) Click **Install**.

You have installed your own certificate. This will be used for future communications between your web browser and Dashboard.

Dashboard will restart automatically.


5.10.3 How to Remove my own Web Server Certificate from Dashboard

Remove the web server certificate which you have previously installed on Dashboard.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **Security** tab.
- 2) Click .
- 3) On the confirmation dialog that opens, click **OK**.

You have removed your previously installed certificate. The default HTTPS certificate will be used for future communications between your web browser and the Dashboard.

Dashboard will restart automatically.

5.11 Configuring System

Use the **System** tab to schedule a periodic reboot or configure the energy saving and other system settings of the Circuit Meeting Room.

Check out the following pages for further information on:

- [How to Enable/ Disable Energy Saving](#)
- [How to Enable/ Disable Audio Line-Out](#)
- [How to Schedule a Periodic Reboot](#)

- [How to Swap Displays](#)
- [How to Change the Camera's Power Line Frequency](#)

5.11.1 How to Enable/ Disable Energy Saving

Enable the energy saving on the Circuit Meeting Room to save power when the device is idle and no connected sensor reports activity.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **System** tab.
- 2) Turn **Energy saving** on.
- 3) Enter the **Suspend time** in minutes (≥ 5 and ≤ 1440). This determines how long the Circuit Meeting Room is idle before going into energy saving mode.

NOTICE: If you enter a non-valid value here (i.e., a value less than 5 or greater than 1440), you see the respective field highlighted in red.

- 4) Click **Submit**.

You have successfully enabled energy saving on the Circuit Meeting Room.

The Circuit Meeting Room enters energy saving mode only after as it has been idle and no connected sensor reports activity for the time specified. The Circuit Meeting Rooms exits the energy saving mode when the power button is pressed or when user input is received via a locally attached USB-keyboard or mouse.

Next steps

Turn **Energy saving** off, if you want to disable the energy saving on the Circuit Meeting Room.

5.11.2 How to Enable/ Disable Audio Line-Out

You can enable audio line-out on the Circuit Meeting Room so that audio from of a remote party is played out on the line-out **1**.

This is particularly useful when the Circuit Meeting Room is configured with a camera with built-in active speaker detection. In that case, audio played on the line-out will be ignored by the camera which will not focus on the Circuit Meeting Room's speakerphone.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **System** tab.
- 2) Turn **Enable audio line-out** on.

You have successfully enabled audio line-out on the Circuit Meeting Room.

Next steps

Turn **Enable audio line-out** off, if you want to disable audio line-out on the Circuit Meeting Room.

5.11.3 How to Schedule a Periodic Reboot

You can configure the Circuit Meeting Room to reboot daily at a scheduled time.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **System** tab.
- 2) Turn **Periodic reboot** on.
- 3) Next to **Reboot at**, set the hour, minutes and AM or PM.
- 4) Once the reboot time is set, click **Submit**.

You have successfully scheduled a daily reboot for the Circuit Meeting Room.

The reboot will be performed if the Circuit Meeting Room is idle, i.e. there is:

- No conference in progress
- No Dashboard session in progress
- No SSH session in progress
- No software update in progress

If the Circuit Meeting Room is in energy saving mode at the scheduled reboot time, the reboot will be performed when the device resumes from energy saving.

Next steps

Turn **Periodic reboot** off, if you no longer want the Circuit Meeting Room to periodically reboot.

5.11.4 How to Swap Displays

If the Circuit Meeting Room is configured with dual display, by default, any content shared during a conference the device has been added into is initially shown on the secondary display; the primary display shows only participant videos/images. At any time during the conference, though, the content on the displays can be

easily swapped via the Circuit web client / Desktop App or via a standard touch screen, if any, connected to the device.

You can change this default setting and have the shared content (screen share / whiteboard) shown initially on the primary display. This is particular useful in case the deployed displays are of different size. The content on the displays can be easily swapped in that case as well.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **System** tab
- 2) Turn **Swap screens dynamically** on.

Next steps

Turn **Swap screens dynamically** off, if you want to return to the factory default setting where any content shared during a conference is initially shown on the secondary display.

5.11.5 How to Change the Camera's Power Line Frequency

If the Circuit Meeting Room's camera operates on a frequency that does not match the power line frequency in your area (50 Hz or 60 Hz), flickering can occur. To prevent this, change the camera's power line frequency as described below.

Prerequisites

- You are logged in to the Circuit Meeting Room Administration Dashboard.

Step by Step

- 1) Go to the **System** tab.
- 2) Select the power line frequency (**50 Hz** or **60 Hz**) that is used at the location where the Circuit Meeting Room is deployed.

6 Appendix: Troubleshooting Guide

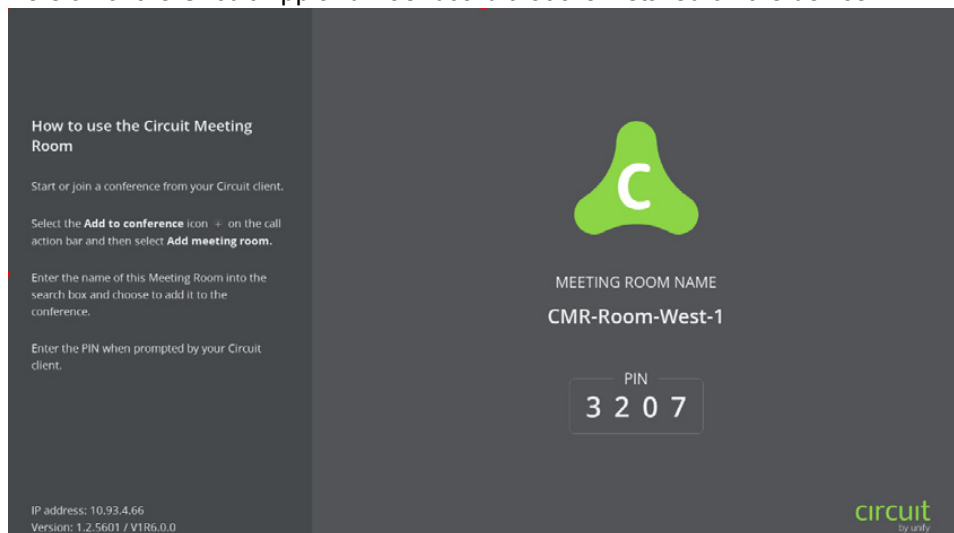
This appendix provides information about troubleshooting the Circuit Meeting Room.

It covers the following topics:

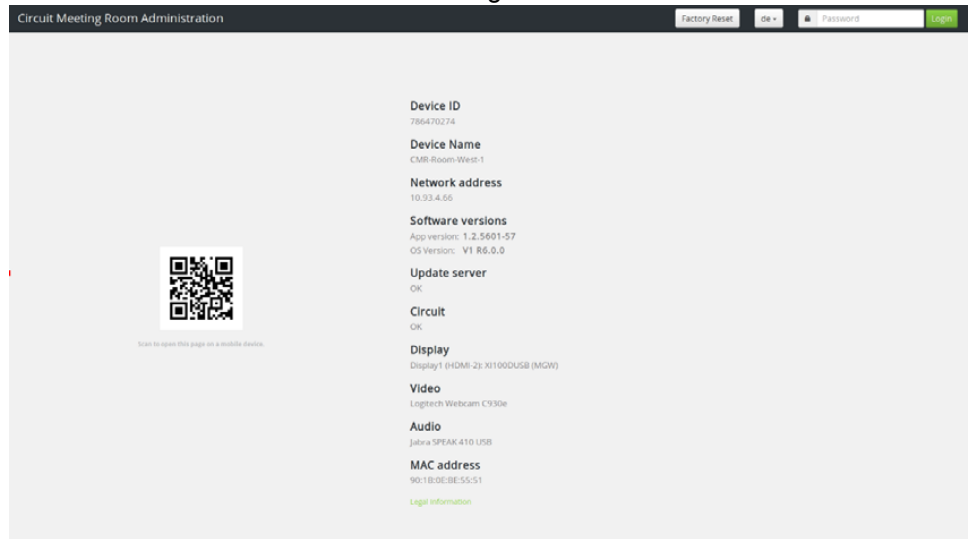
- [Troubleshooting Overview](#)
- [Problem Resolution](#)
- [Screens - Examples](#)

6.1 Troubleshooting Overview

When the Circuit Meeting Room is ready for use, the Circuit App appears on a connected display with its idle screen. Besides the name and the PIN code, the idle screen shows the IP address of the Circuit Meeting Room and the software version of the Circuit App and Dashboard that are installed on the device.



The Dashboard shows the current configuration and some status information:



If there is any problem detected, notification messages will be shown on the Circuit App and/or relevant information will be presented on the Dashboard in **red font**.

There can be different root causes for improper operation:

- Configuration issues
- Network problems
- Issues with components connected to the Circuit Meeting Room
- Software problems

6.2 Problem Resolution

No	Problem	Possible root cause	Suggested problem resolution
1	The device does not start up after pressing the power button – LED remains off	<ul style="list-style-type: none"> Power is unavailable 	<ul style="list-style-type: none"> Check if the power cord is plugged in correctly Check if power is available at the electric outlet
2	The device seems to be offline but the LED on the power button is blinking	<ul style="list-style-type: none"> The device is suspended because the energy saving mode was activated 	<ul style="list-style-type: none"> Press the power button to resume Check sensor or other USB device if configured for resuming from energy saving mode Check Dashboard settings for energy saving
3	The idle screen of the Circuit App is not shown – Dashboard is presented and reports: Circuit Device is not registered. Please enter Circuit registration code.	<ul style="list-style-type: none"> The device has not yet been configured with a registration code to connect to Circuit A factory reset has been performed on the device The Circuit Meeting Room has been deleted from the Circuit domain 	<ul style="list-style-type: none"> Request a new registration code from your Circuit domain administrator using the device ID shown on the Dashboard. Then, enter the registration code via Dashboard.
4	Dashboard status reports: Network address LAN cable unplugged	<ul style="list-style-type: none"> The LAN cable is not plugged in The LAN cable is broken LAN is unavailable 	<ul style="list-style-type: none"> Check LAN plugs on Circuit Meeting Room and on the network switch for correct placement Try a different LAN cable If the LED next to the LAN jack is not flashing the network is down
5	Dashboard status reports: Network address IP address cannot be set. Please check network and settings	<ul style="list-style-type: none"> DHCP is unavailable in your network Network access is restricted (e.g. IEEE802.1x is required) 	<p>Check with your network administrator:</p> <ul style="list-style-type: none"> If DHCP is available If a fixed IP address must be used (configuration via Dashboard) If network access is MAC based
6	Dashboard status reports: Update Server Unable to access update server	The connection to the server is broken due to changes in the configuration or network.	<ul style="list-style-type: none"> Check the configuration (e.g. proxy settings) and network conditions (e.g. Firewall settings)

No	Problem	Possible root cause	Suggested problem resolution
7	After entering a Circuit Registration Code a red banner with Registration error! is shown	<ul style="list-style-type: none"> The registration code you are using has been created for a different device (different device ID) The registration code has expired Connectivity to Circuit is broken 	<ul style="list-style-type: none"> Request a new registration code from your Circuit domain administrator using the device ID shown on the Dashboard. Request a new registration code from your Circuit domain administrator using the device ID shown on the Dashboard – this is valid for 24h only. Check network and network settings and retry registration
8	<p>Dashboard status reports:</p> <p>Video No webcam found. Please attach a compatible webcam</p> <p>or</p> <p>Audio No speakerphone found. Please attach a compatible speakerphone</p> <p>Circuit App shows the notification message: No audio/video media device detected. The meeting room can be used only for screen share</p>	<ul style="list-style-type: none"> No suitable USB device is connected The cable is broken or not properly connected The cable is broken or not properly connected The device is incompatible 	<ul style="list-style-type: none"> Check the USB port Try a different cable or (fixed cable) a different unit Check the device's own power supply status. The device might be turned off or power is unavailable Check the compatibility list on wiki.unify.com
9	Circuit App shows a Reconnecting... notification message	The device has been started up just before.	<ul style="list-style-type: none"> Check the Dashboard status for the Circuit item. If the status is Checking and does not progress to an OK status then restart the device

No	Problem	Possible root cause	Suggested problem resolution
10	Circuit App shows a Reconnecting... notification message	The connection to Circuit has been interrupted and the device is trying to log in again. This can take some time depending on the individual preconditions.	<ul style="list-style-type: none"> • Check the Dashboard status for the Circuit item. If the status is Reconnecting then please wait for some moments. • If the status does not eventually progress from Checking to OK then restart the device. • If restarting the device does not resolve the problem, request a new registration code from your Circuit domain administrator using the device ID shown on the Dashboard. Then, enter the registration code via Dashboard (renewing the registration with Circuit).
11	Circuit App shows a Reconnecting... notification message		<ul style="list-style-type: none"> • Check the Dashboard status for the Circuit item. If the status is Circuit server cannot be accessed. Please check configuration! the device environment may have been changed (e.g. a proxy was configured but the device was moved to a network with direct access). Check the configuration and network connection between device and Circuit Cloud service (e.g. Firewall settings).
12	Circuit App shows a Suspended notification message	The device was temporarily taken out of service by the Circuit domain administration	<ul style="list-style-type: none"> • Check the Dashboard status for the Circuit item. If the status is Suspended then check with your Circuit domain administration. • Use the resume option in the Circuit domain administration to reinstate the device

No	Problem	Possible root cause	Suggested problem resolution
13	Circuit App shows the notification message: Circuit Meeting Room application cannot be updated to [...] because it is incompatible with current platform	<ul style="list-style-type: none"> The new version of Circuit App may require additional functionality on platform level. If this is detected, the current software is kept to continue operation 	<ul style="list-style-type: none"> Update the platform software (Dashboard) as soon as possible to make sure the device is running the most recent software version for best possible results Note: If you do not want this notification message to be presented to users it can be disabled via Dashboard
14	Circuit App shows the notification message: A new software version is available for your Circuit Meeting Room	<ul style="list-style-type: none"> The platform (dashboard) SW is only updated on manual request. In order to inform device owners this message is shown when a new SW is available for update 	<ul style="list-style-type: none"> Update the platform software (Dashboard) as soon as possible to make sure the device is running the most recent software version for best possible results Note: If you do not want this notification message to be presented to users it can be disabled via Dashboard

No	Problem	Possible root cause	Suggested problem resolution
15	After power up, the Dashboard shows messages like Mac address Cannot determine MAC address	<ul style="list-style-type: none"> The software image might be damaged due to loss of power during operation 	<ul style="list-style-type: none"> Check current boot partition when starting up the device (Check the bootloader output on the display for the active boot partition: ROOT A or ROOT B) Connect a USB keyboard. Restart the device while pressing arrow up or arrow down key to interrupt the boot process When the bootloader is presented select the respective other partition to boot (e.g. ROOT B if ROOT A was active partition and vice versa). Note this is only possible if at least one software update was performed before (otherwise the partition will be empty and cannot boot) If this fails try to re-install the image (file download via Dashboard) and reconfigure and register the device
16	The connected display does not present any Circuit Meeting Room output	<ul style="list-style-type: none"> The display is not connected The display is misconfigured The display is configured for auto detection 	<ul style="list-style-type: none"> Check cables on both ends Check adapters (if any) for proper functionality Switch back to the input where the Circuit Meeting Room is connected (e.g. remote control, switch panel, local menu) Some displays take a significant amount of time until switching to the currently active input – wait for some moments before performing any manual changes Check the power status of the display

No	Problem	Possible root cause	Suggested problem resolution
17	Connected speaker-phone or camera is shown on the Dashboard (Audio / Video) but not working properly	<ul style="list-style-type: none"> The device is not on the list of compatible products The firmware on the connected device is not compatible / up-to-date There is an issue with the connected device 	<ul style="list-style-type: none"> Check the list of compatible devices on http://wiki.unify.com Visit the supplier's web page for the latest available firmware and upgrade after checking against supported firmware releases on our wiki Check cables / try different cables / try different device (if possible). Disconnect / Reconnect the device or reboot (if separate power supply). Reboot Circuit Meeting Room afterwards.

6.3 Screens - Examples

Figure: Circuit App - Just plugged in web camera (in this case a web camera named "Logitech Webcam - C930e")

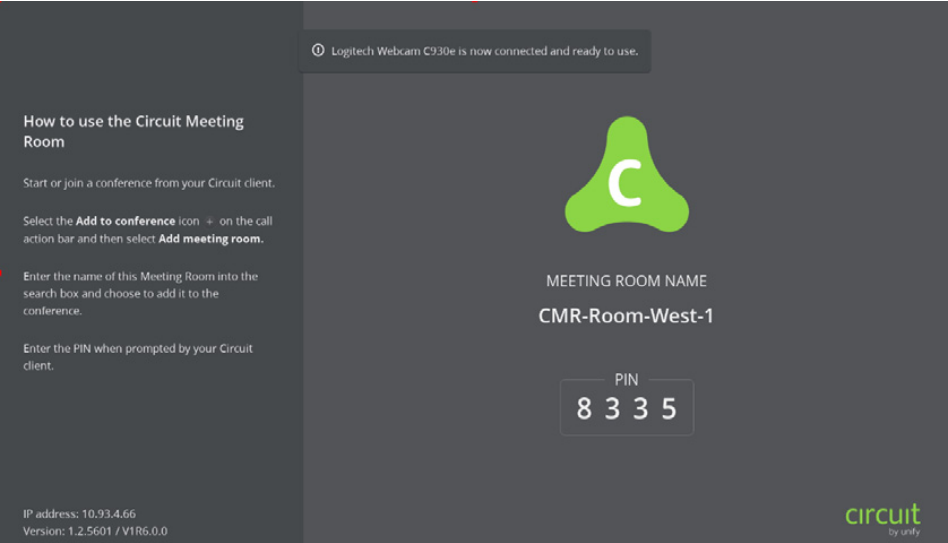


Figure: Dashboard - No speakerphone found

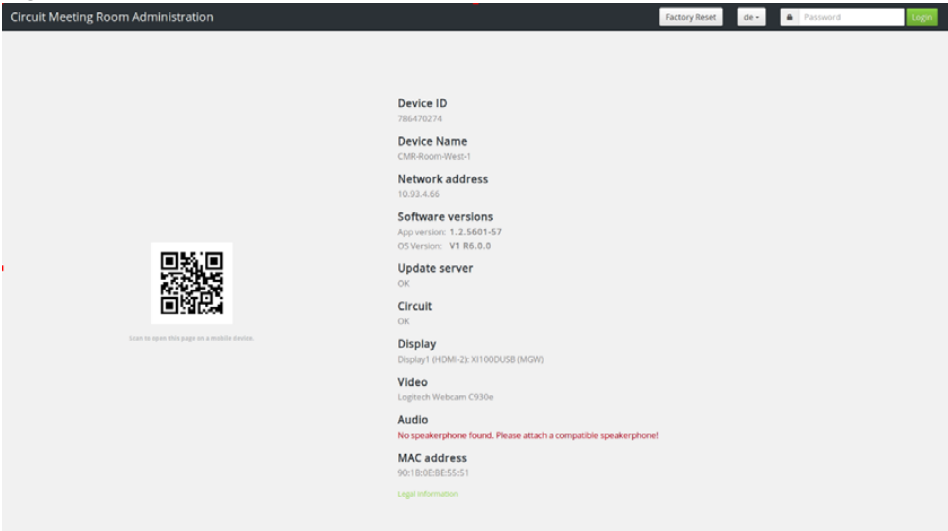


Figure: Circuit App - No web camera found

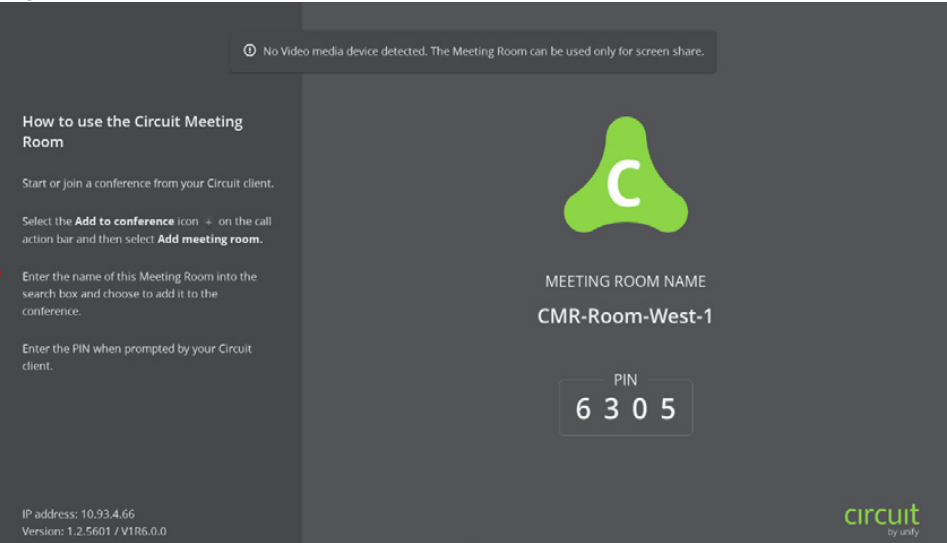


Figure: Dashboard - No web camera found

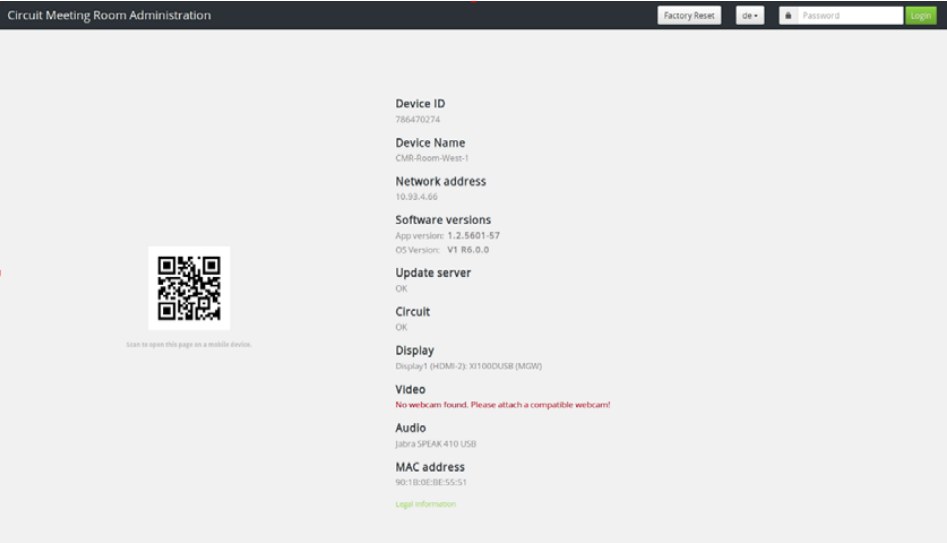


Figure: Circuit App - The Circuit Meeting Room has been deleted from a Circuit domain and is prompting for a new registration code (can be done via Dashboard, too. Entering via Circuit App requires a local USB keyboard to be connected))

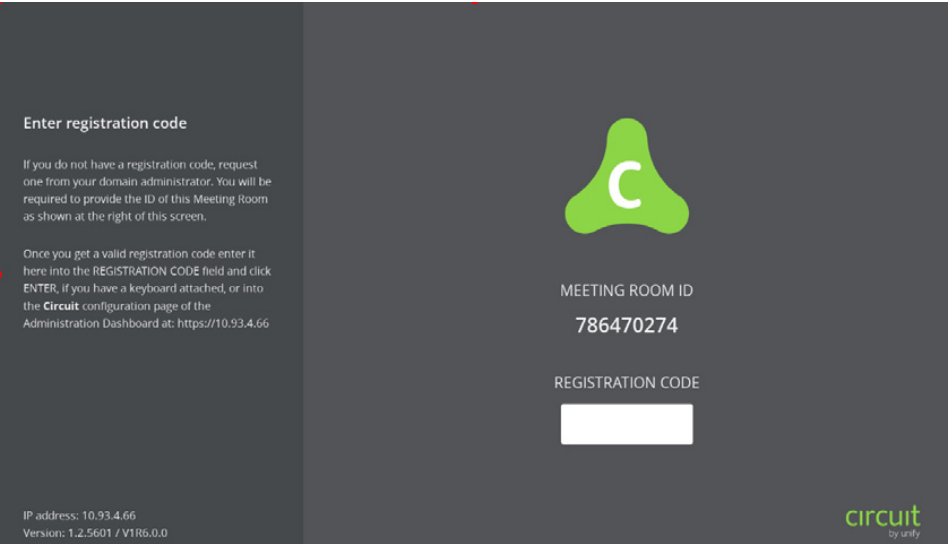


Figure: Dashboard - The Circuit Meeting Room has been deleted from a Circuit domain

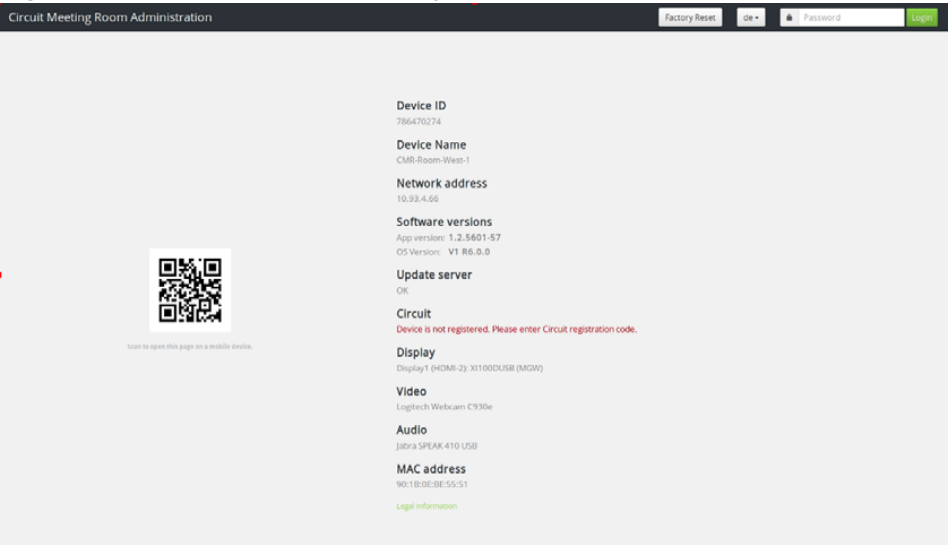


Figure: Circuit App - The Circuit Meeting Room has been suspended by a domain administrator)

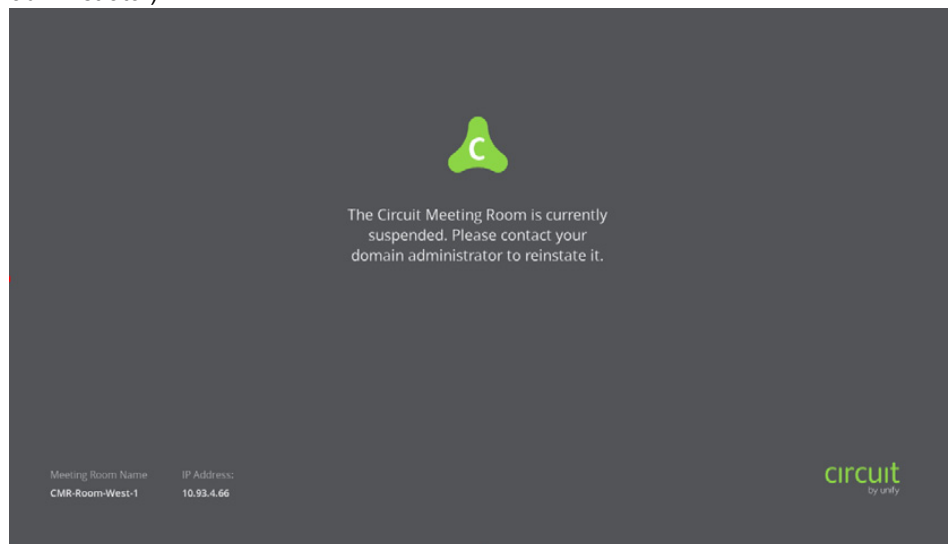
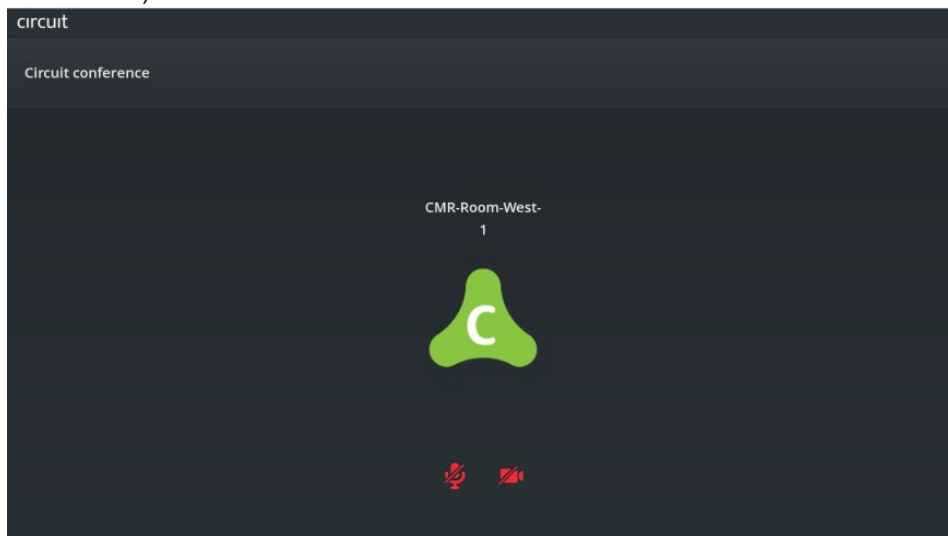


Figure: Circuit App - Normal operation: The Circuit Meeting Room has been audio and video muted)



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