

StarLeaf GT Mini

Installation Guide

01 February 2018

StarLeaf 

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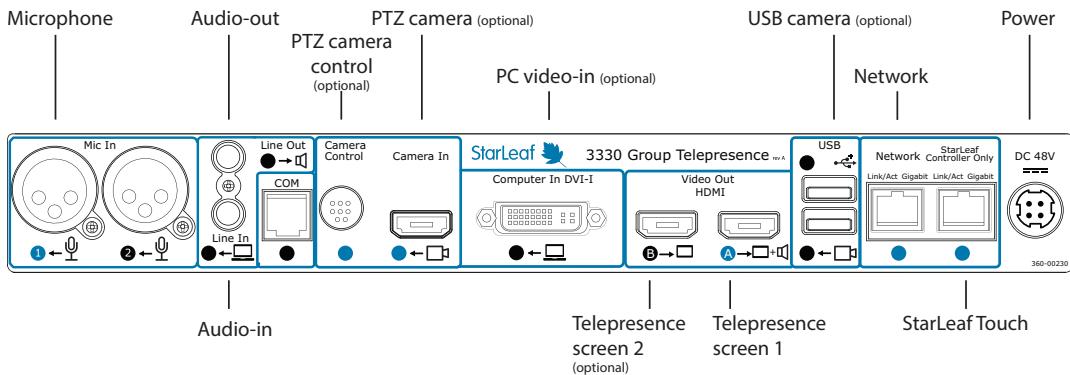
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About the codec

The connectors

The figure below shows the connectors on the rear of the Group Telepresence 3330 (GT Mini) codec.



The table below describes the connectors:

Connector	Description
Microphone	XLR-F connectors. Connect the microphone. You can alter the power and gain settings of the microphone via the StarLeaf Portal (refer to Audio settings for Group Telepresence (p18))
Audio line-in	3.5mm line level stereo audio connector. You can connect a line level microphone source or input other audio, for example a computer. In either case, ensure you have the correct settings for audio in the Portal. For more information, refer to How to install GT Mini 3330 (p9)
Audio line-out	3.5mm stereo audio connector. If required, you can connect to a local loudspeaker system. You can alter the line-out audio settings via the StarLeaf Portal (refer to Audio settings for Group Telepresence (p18))
COM	This port is for a 4P4C connector providing an RS-232 interface. This is the same connector used in RJ9, RJ10, and RJ22. There is both a serial and an IP API option for the GT Mini and a StarLeaf Room Systems API guide is available
Camera control	Mini-DIN-8 connector for controlling zoom, pan, and tilt using VISCA™ protocol. You connect to this port if you are using a PTZ video conferencing camera. For more information, refer to About the camera (p15)
Camera input	HDMI connector. You connect to this port if you are using a PTZ video conferencing camera. For more information, refer to About the camera (p15)
Computer In	DVI-I connector. Connect a PC to share a desktop in a video call

Connector	Description
Video Out HDMI x2	HDMI connectors. Video Out connector A outputs both audio and video (1080p60 only) to the screen. If you are connecting a second screen, connect it to HDMI port B
USB x2	USB connectors. If you are using a USB webcam, you connect it to one of the USB ports
Network	10/100/1000 Mbit/s auto-sensing Ethernet port. Connect to the network
StarLeaf Controller Only	Connect to the PoE port on the rear of the StarLeaf touchscreen controller to both power the touchscreen controller and to allow communication between the touchscreen controller and the codec
+48V power	Connect to the supplied AC/DC adaptor

There are LEDs on the **Network** port and the **StarLeaf Controller Only** port of the codec indicating the status of the network link, and the link to the StarLeaf touchscreen controller. LED behavior is described in [Appendix: LED behavior \(p30\)](#).

Note: Older models of GT Mini have HDMI ports labeled 1 and 2. In this case, plug screen 1 into port 2.

Using the correct HDMI and DVI cables

When connecting HDMI or DVI cables to the camera inputs, the PC input, and the telepresence screen display outputs, ensure you use the correct gauge of HDMI/DVI cable. For short cable lengths of up to 5m (17 feet), use 28AWG or thicker core. For longer lengths, use 24AWG or thicker. StarLeaf does not support the use of HDMI or DVI cables of longer than 15m (49 feet) with the codec.

Audio voltage levels

If you are using external equipment to connect the GT Mini to your microphones, you need to be aware of the required audio voltage levels for XLR, audio line-in, and audio line-out:

- XLR Mic in sensitivity -40dBu to -13dBu (The StarLeaf Portal 0dB gain setting is equivalent to -13dBu)
- 3.5mm Line in sensitivity -16dBu to +12dBu (The StarLeaf Portal 0dB setting is equivalent to +7dBu)
- 3.5mm Line out range -40dBu to +2 dBu (The StarLeaf Portal 0dB gain setting is equivalent to +2dBu)

Phantom power is compatible with active microphones that are designed for 48V phantom power. The following are specifications of the power supply:

- Output voltage when operational, no load is 45.3V +/- 4%
- Output voltage when muted, no load is 35.3V +/- 4%
- Power output source impedance is 1.975kOhms +/- 2%

Extending the camera cables

StarLeaf room systems that use a PTZ camera are provided with camera connection cables of 5m in length. If you need to install the camera further than 5m from the room system, you must extend those cables.

You can extend those cables using a third-party product called an extender. This product effectively carries the media and camera-control signals across a cat 6 Ethernet cable.

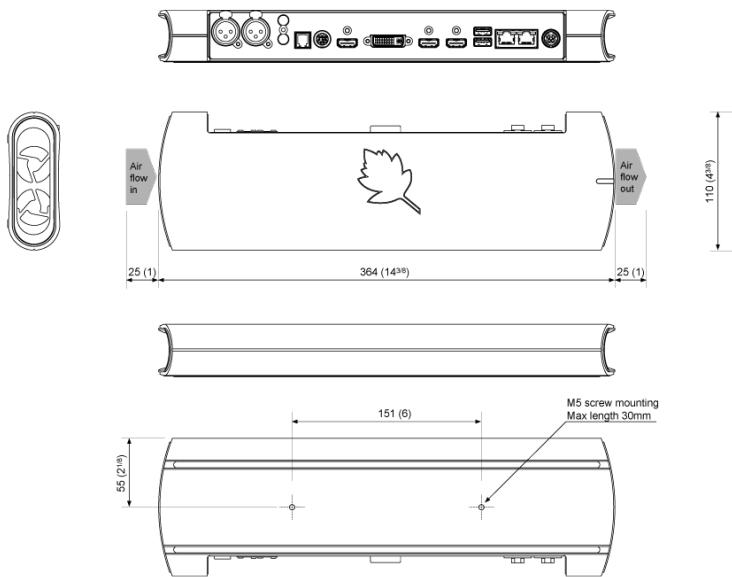
StarLeaf has partnered with Sound Control Technologies to provide this solution which is available at <http://www.soundcontrol.net/solutions/#>

CEC support

CEC is supported by GT Mini 3330 as a beta feature. If you want to enable CEC support on your GT Mini 3330, contact Starleaf Support.

CEC allows the GT Mini to communicate control commands to the connected screen/s across HDMI. When enabled, it will put the screen/s to sleep in between calls. GT Mini will wake the screens when it receives, or you make, a call. If the screens are displaying from a different source when GT Mini receives, or you make, a call, GT Mini will tell the screens to switch the source to GT Mini.

GT Mini dimensions and mounting



About the touchscreen controller

Every Group Telepresence system comes with a touchscreen controller: the StarLeaf Touch 2035. You use the touchscreen controller as the means for making and controlling video calls with Group Telepresence. Through the touchscreen controller, you can access the directory and contacts. You can use the touchscreen controller to create ad hoc conferences, and to add and remove participants.



The StarLeaf Touch 2035

How to install GT Mini 3330

Before installing a StarLeaf product, read the safety information at www.starleaf.com/safety.

Pre-requisites

Before installing the room system, ensure you have the following:

- A StarLeaf Cloud account
- One or two telepresence screens that support a 1080p60 input format (use televisions that have an audio-output capability, or alternatively, you can connect loud speakers to the codec). If the televisions have an option to enable "Game Mode" or "PC Mode", then do so as this reduces media processing delays and improves video experience
- Supported video camera
- Network connection routable to the public Internet
- Microphone
- StarLeaf touchscreen controller (not installed)

Unpack the room system. The package contents is:

- Codec
- Installation sheet
- AC/DC adaptor
- Cables
 - Power cable
 - HDMI to HDMI cables (two) (connects codec to screens)
 - DVI-I to DVI-I cable (connects codec to PC video)
 - Network cable
- Adaptors for the codec-to-PC cable
 - DVI-I to HDMI
 - DVI-I to VGA
 - DVI-I to DVI-D

Positioning the codec

1. Ensure you have chosen an appropriate installation site:
 - The codec must be accessible with all cables easily connected
 - You must provide ventilation for the codec; leave a space of at least 10cm (4 inches) behind, in front, and to the left and right of the codec
 - Ensure that the power switch is easily accessible; the power switch is the main disconnect device for the codec
 - Use a grounded AC power outlet for the codec
2. Place the unit on a firm horizontal surface. If you intend to mount the unit, refer to [GT Mini dimensions and mounting \(p7\)](#).

Connecting cables to the codec

1. Using an Ethernet cable, connect the StarLeaf Controller port on the codec to the network port (PoE) on the rear of the touchscreen controller. The network port on the touchscreen controller is marked with this symbol:



Note: The touchscreen controller must connect directly to the codec; do not connect the touchscreen controller via a switch to the codec.

Note: If you are using the StarLeaf Conference Phone 2220, refer to [Installing the Conference Phone 2220 \(p23\)](#).

2. Using an Ethernet cable, connect the Network port on the rear of the codec to an Ethernet switch in your network. The Ethernet port is a 10/100/1000 Mbit/s auto-sensing port and is set to 'auto' by default.

Note: In all cases, the speed and duplex settings at either end of the connection must be identical. Using non-matching settings causes severe packet loss.

To configure the network speed and duplex settings of the codec's Network port: on the touchscreen controller that you have connected to the codec, go to **settings > networking > network port speed**.

3. Connect one telepresence screen to **Video Out A**. If you have a second telepresence screen, connect it to **Video Out B**. (Note: on older systems, if you have only one screen, connect it to the port labeled: HDMI 2.)
4. Connect the camera. One of:
 - PTZ camera: connect the camera to **Camera Control** and to **Camera In** and then connect power to the camera
 - Webcam: connect the camera to the lower of the two **USB** ports
5. Connect the microphone to **Microphone 1**. (Note that you can, instead, use a microphone connected to **Audio In**. If you do so, refer to [Using the line-in connector](#) and to [Audio settings for Group Telepresence \(p18\)](#)).
6. Using the supplied AC/DC adaptor and power cable, connect power to the codec. The power LED on the side of the codec lights.

Mounting the camera

StarLeaf recommends that when you mount the camera, you place it at the top of the screen, as opposed to the base. This makes it easier for you to see the participants on the screen while still appearing to make eye contact.

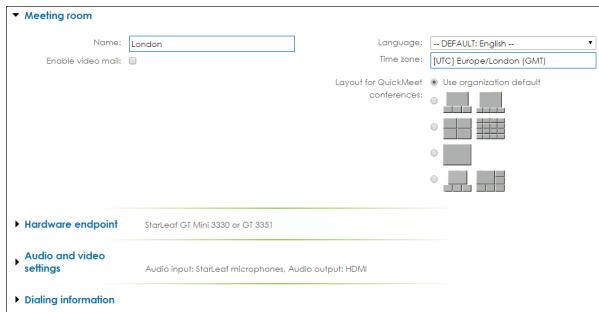
If you have a dual-screen system, ensure that the camera is mounted on the screen that will display the view of the main video (telepresence screen 1).

Connecting to the Cloud

Provisioning the room system through the Portal

Either you or your reseller can register the room system using the StarLeaf Portal. To do this:

1. In the StarLeaf Portal, choose **Room systems > Add room system**. You can see the **Add room system** page:



- a. Type a **Name** for the room system. The room system displays the name on the touchscreen controller and users are able to find this name in the directory. Users are also able to invite this room system to their scheduled conferences.
- b. If required, enable video mail. If enabled, this room system is able to receive voice and video mail. Deselecting this option means that this room system does not display the **messages** button on the touchscreen controller and this is often the preferred option for room systems.
- c. If the display of this room system should use a language other than the default language for this customer, select the **Language**.
- d. If this room system is in a time zone that is different to the default time zone for this customer, select the **Time zone**.
- e. For the **Layout for QuickMeet conferences**, Either use the *organization default* or choose a layout. During a conference, participants can change the layout using the touchscreen controller.
2. In the **Hardware endpoint** section, for **Type** choose *StarLeaf GT Mini or GT 3351*.
3. Configure any of these other settings, if required:
 - Conference Phone 2220:** If you intend to connect a Conference Phone 2220, select that option.
 - Advanced settings:** The options here depend on your account settings, but might include:
 - **API mode**
 - **Auto answer mode**
 - **Max send and receive**
 Refer to [Advanced settings](#).

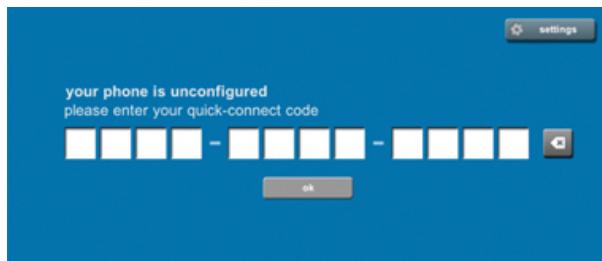
- c. **Audio and video settings** include:
- **Audio inputs and outputs**
 - **Features**
 - **Camera presets**
- Refer to [Audio settings for Group Telepresence \(p18\)](#).
4. In **Audio and video settings > Features**, select the correct **Video output mode**. For one-screen systems, select *single screen*. For two-screen systems, select *dual screen*.
 5. In the dialing information section, you will see that the Portal has automatically allocated a dialing address for this room system using autocomplete. This is an address in the format **<meeting_room_name>@<subdomain>.call.sl**

This address format allows dialing from the Internet to this room system and we recommend you do not alter this unless you have cause to do so.

 6. Click **Apply**. This causes the Portal to generate the QuickConnect code. You enter this code on the touchscreen controller.

QuickConnect

The touchscreen controller receives power from the Group Telepresence System. The first time it starts up it displays the screen shown below. Enter your StarLeaf QuickConnect code.



The touchscreen controller displays the meeting room name and extension number as per your StarLeaf Cloud account. This is the home screen of the touchscreen controller. The Group Telepresence System is ready to make and receive calls. An example home screen is shown below.



Using the line-in connector

You can connect one of:

- line level microphone source: if you connect a microphone source to the line-in connector, in the Group Telepresence settings, set **Audio and video settings > Audio inputs > Device** to **line in**. In this case, the audio from the microphone source is sent to the far end and is not played out through the device selected in **Audio outputs**
- other audio: If you want to connect other audio devices to the line in connector (for example a PC audio output), set **Audio and video settings > Audio inputs > Device** to either **StarLeaf microphones** or **3rd party microphones**. In this case, audio played into the line-in connector is played out through the device selected in **Audio outputs** and also sent to the far end

Allowing users to connect a laptop to Group Telepresence

Connect the DVI-I to DVI-I cable to **Computer-In DVI-I** on the rear of the codec. For the convenience of the Group Telepresence users, leave the other end of the cable on the meeting room table. This allows users to connect a laptop to the Group Telepresence system when they need to do so. The Group Telepresence system includes a selection of adaptors to be used with the DVI-I to DVI-I cable where the video output of a PC is other than DVI-I (for example, VGA, HDMI, DVI-D).

About the camera

Before you install the camera, read the safety information in the documentation that accompanies the camera.

The GT Mini can be used with either a PTZ (Pan, Tilt, Zoom) video conferencing camera or with a supported USB camera.

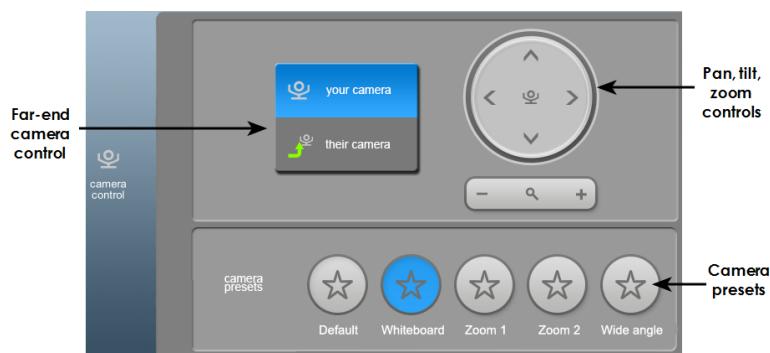
For PTZ cameras, the required camera settings vary from camera to camera. Ensure the camera is using the correct settings. You must refer to the documentation that accompanies the camera to find out the settings for that particular camera.

PTZ cameras are supplied without a remote control as you control the camera with the StarLeaf Group Telepresence system.

Camera control for the PTZ camera

The **Camera Control** tab on the home screen provides you with controls for the PTZ camera. (You will not see these controls if you are using a GT Mini with a USB camera.)

Camera control on the GT Mini 3330:



The near-end camera control allows you to pan, tilt, and zoom your camera. This control is available both in a call and before you make a call. If the far end is using a PTZ camera, you might be able to control it yourself using the far-end camera (**their camera**) control.

Camera presets are pre-defined camera positions. For example, a pre-defined position that points the camera at the whiteboard, or that changes the camera to a wide-angled view. Select the position you require from the touchscreen controller.

Camera presets

Camera presets allow you to save up to five pre-defined camera positions. Users can then select these positions from the touchscreen controller.

To create camera presets:

1. Use the touchscreen controller to move the camera to the required position.

2. On the StarLeaf Portal, find the **Edit room system** page for this meeting room system and open the Audio and video settings.

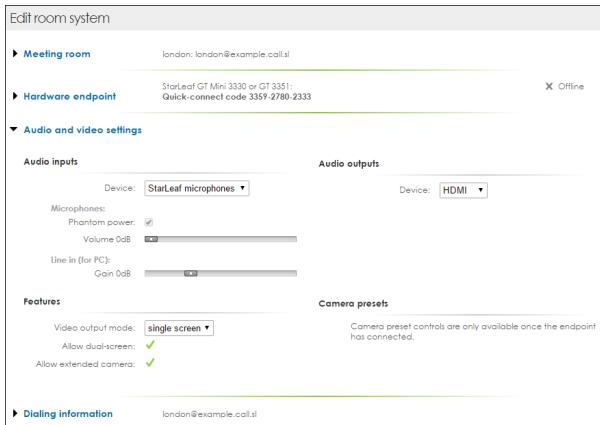
Default:	<input type="button" value="Default"/>	<input type="button" value="Save"/>	<input type="button" value="Test"/>	<input type="button" value="Clear"/>
Preset 1:	<input type="button" value="Whiteboard"/>	<input type="button" value="Save"/>	<input type="button" value="Test"/>	<input type="button" value="Clear"/>
Preset 2:	<input type="button" value="Zoom 1"/>	<input type="button" value="Save"/>	<input type="button" value="Test"/>	<input type="button" value="Clear"/>
Preset 3:	<input type="button" value="Zoom 2"/>	<input type="button" value="Save"/>	<input type="button" value="Test"/>	<input type="button" value="Clear"/>
Preset 4:	<input type="button" value="Wide angle"/>	<input type="button" value="Save"/>	<input type="button" value="Test"/>	<input type="button" value="Clear"/>

3. In the Portal, enter a name for the preset and select **Save**. To move the camera to a preset, select **Test**. To delete a preset, select **Clear**.

Audio settings for Group Telepresence

The StarLeaf Portal allows configuration of Group Telepresence audio settings.

To view audio settings, log in to the Portal and view the room system page for the Group Telepresence system. The audio settings are in the section: **Audio and video settings** shown below:



Microphone settings

StarLeaf microphones

If you are using StarLeaf microphones, choose **Audio inputs > Device > StarLeaf microphones**. Do not alter other settings unless there is a particular problem:

- **Phantom power** is required and cannot be configured for StarLeaf microphones.
- **Volume 0dB**: The volume setting adjusts the loudness of the people who are in the same room as the microphone, as heard by the other participants in the call. The recommended setting is 0dB or 6dB. Only use 12dB in very large rooms or under guidance from StarLeaf Support.

3rd party XLR microphones

If you are using 3rd party XLR microphones, choose **Audio inputs > Device > 3rd-party microphones**.

- **Phantom power**: Phantom power is a way of providing power to a microphone. The StarLeaf GT Mini 3330 and Group Telepresence 3351 both offer phantom power through each of its XLR connectors for use by active microphones, such as the StarLeaf Microphone. The phantom power supply can be enabled or disabled here. It is compatible with active microphones, which are designed for 48V phantom power. If you are using a third-party microphone, refer to your microphone's documentation to discover whether or not you need to provide phantom power
- **Volume**: The volume setting adjusts the loudness of the people who are in the same room as the microphone, as heard by the other participants in the call. For the volume, the recommended setting is 0dB or 6dB. Only use 12dB in very large rooms or under guidance from StarLeaf technical support
- **Gain**: Using this setting alters the gain on the XLR connectors on the Group Telepresence system

- **Disable ECAN:** This setting, when selected, disables echo cancellation. Do not disable ECAN unless you have specific cause to do so. Only disable ECAN if you are using additional equipment to suppress the loudspeaker signal on all microphone signals

Line in microphones

If you are using line-in microphones, choose **Audio inputs > Device > line in**. In this case, the audio from the microphone source is sent to the far end and is not played out through the device selected in **Audio outputs**. For more information, refer to 'Using the line-in connector' in [How to install GT Mini 3330 \(p9\)](#).

- **Gain:** Using this setting alters the gain on the line-in connector on the Group Telepresence system
- **Disable ECAN:** This setting, when selected, disables echo cancellation. Do not disable ECAN unless you have specific cause to do so. Only disable ECAN if you are using additional equipment to suppress the loudspeaker signal on all microphone signals

Line out

Use this setting to adjust the audio gain on the line out from the Group Telepresence system. This might be necessary to adjust the volume where you have connected external speakers to the line out connectors.

Advanced settings

Depending on your StarLeaf account settings, you might be able to configure advanced settings on the room system.

To see these settings, on the Portal go to **Room systems** and choose the room you want to configure. Scroll down the **Edit room system** page to **Hardware endpoint > Advanced settings**.

▼ Advanced settings

Auto-answer mode:	Disabled
API mode:	Disabled
Max send rate (kbit/s):	Automatic
Max receive rate (kbit/s):	Automatic

Auto-answer mode

You only see the Auto-answer mode option if your organization has specifically requested it:

- *Disabled*: Incoming calls are not automatically answered
- *Enabled*: Incoming calls are automatically answered with no user intervention. StarLeaf recommends that you do not use this option unless you have particular cause to do so
- *Enabled - microphones muted*: Incoming calls are automatically answered with no user intervention. In this case, the microphones are muted. StarLeaf recommends that you do not use this option unless you have particular cause to do so

API mode

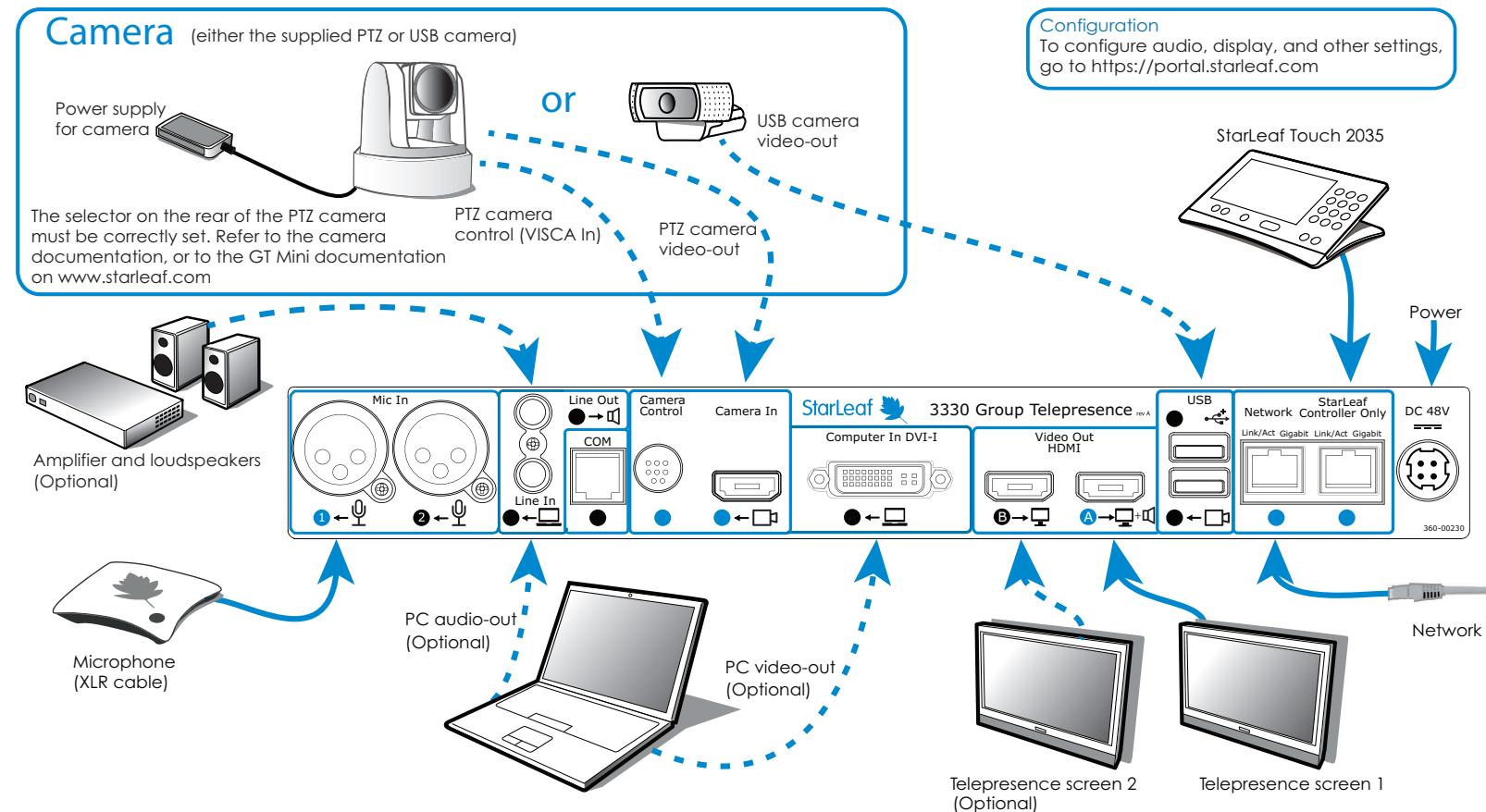
If you have purchased the Endpoint Control API option from StarLeaf, you can enable the API on each room system. You need to select whether you use the API over the serial connection or instead use an IP connection. The API is separately documented, refer to the [Knowledge Center](#).

Max send and receive rates

If specifically required, it is possible to set the maximum send and receive bit rates for each room system. In this way, you can control bandwidth usage.

Typical installation of GT Mini

This diagram shows a typical installation of a GT Mini.



Using the Conference Phone 2220

The Conference Phone 2220 is an optional accessory for the Group Telepresence system. It is a powerful and highly sensitive speakerphone and microphone.



To toggle the microphone on and off (audio mute), touch the lights on the Conference Phone 2220.

Note: StarLeaf recommends a distance of 50cm (20") between the Conference Phone 2220 and the Touch 2035.

For information about installing the Conference Phone 2220, refer to [the Knowledge Center](#).

LED behavior

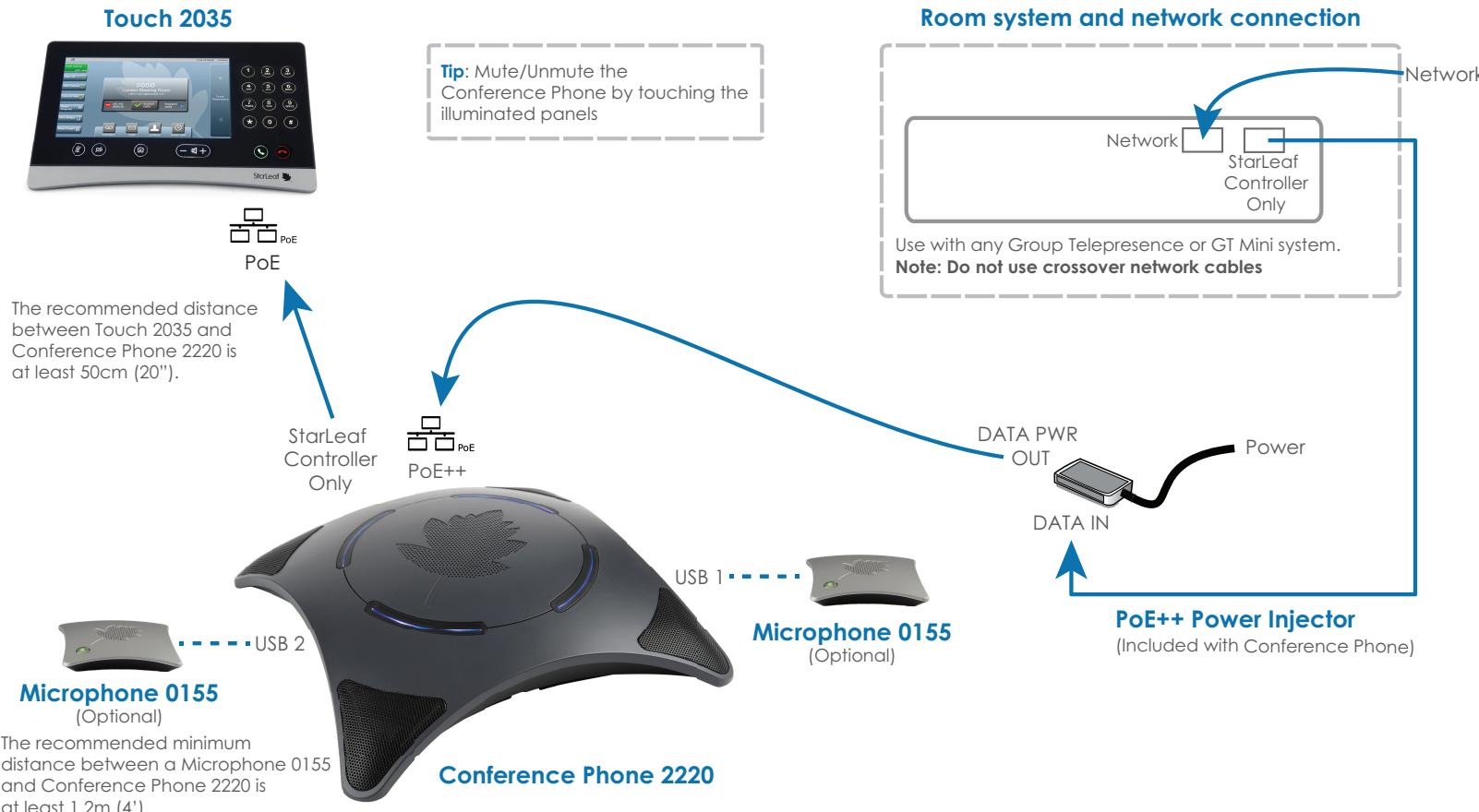
The table below explains the behavior of the lights on the Conference Phone 2220

LED	State
Solid blue	The Conference Phone 2220 is on. The audio is not muted. The Group Telepresence system is not currently in a call
Solid red	The Conference Phone 2220 is muted (either in a call or not in a call)
Solid green	The Conference Phone 2220 is ringing or the Group Telepresence system is currently in a call and audio is not muted

Installing the Conference Phone 2220

If you are using the Conference Phone 2220, the installation procedure for the Group Telepresence system is slightly different. The diagram below shows how to connect the StarLeaf Touch to the Conference Phone and into the StarLeaf Controller connector on the rear of the Group Telepresence system.

Installing the Conference Phone 2220



Using Group Telepresence

Information about using Group Telepresence is in the [Knowledge Center](#).

If you have any problems with Group Telepresence, for example if there are audio or video issues, contact StarLeaf technical support for guidance. To do so, go to the [Knowledge Center](#).

About StarLeaf touchscreen controllers

Every StarLeaf hardware endpoint is provided with a touchscreen controller. You use the touchscreen controller as the means for making and controlling video calls. Through the touchscreen controller, you can access the directory and contacts. You can use the touchscreen controller to create ad hoc conferences, and to add and remove participants.

StarLeaf Personal Telepresence systems are usually provided with the StarLeaf Phone 2120. StarLeaf Group Telepresence systems are usually provided with the StarLeaf Touch 2035. The supported combinations are shown in the table below.

	Group Telepresence (Mini) 3330 	Group Telepresence 3351 	PT Mini 3020 
Touch 2035 	Yes	Yes	No
Phone 2120 	Yes	Yes	Yes

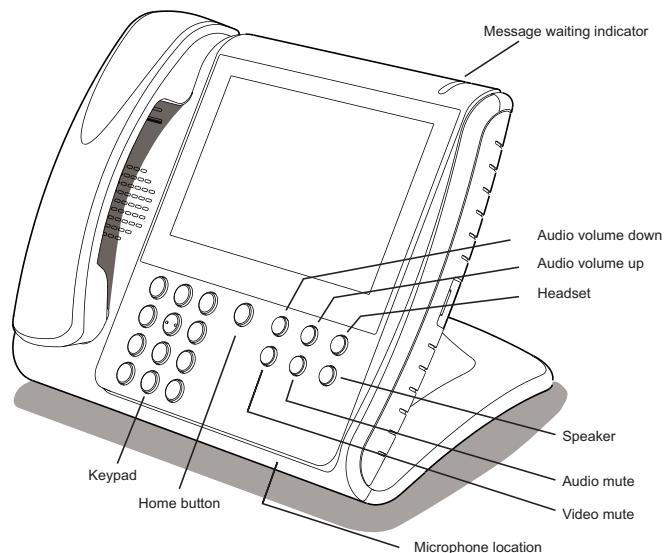
The StarLeaf Touch 2035

The figure below shows the features on the StarLeaf Touch 2035.



The StarLeaf Phone 2120

The figure below shows the features on the front of the StarLeaf Phone 2120.



Touchscreen controller features

Table 1: Front panel features and controls (Phone 2120, Touch 2035)

Button	Description
Audio volume up	Press during a call to increase audio volume or, if you are not in a call, press to increase the loudness of the ringer
Audio volume down	Press during a call to decrease audio volume or, if you are not in a call, press to decrease the loudness of the ringer
Headset	Phone 2120 only. Optionally, press to use a headset that you have connected to the headset connector on the rear of the phone. The button lights when the headset is in use
Audio mute	Toggle the microphone of the touchscreen controller (or that of the headset) on and off. The button lights when the microphone is off. When you are in a call and your audio mute is on, nobody can hear what you are saying
Video mute	Toggle the camera on and off. The button is an LED that lights when the camera is off. When you are in a video call and the video mute is on, nobody in the call can see you
Speaker	Phone 2120 only. Press to use the controller's internal speakerphone as follows: <ul style="list-style-type: none"> ■ Audio-only call: Press to use the touchscreen controller as a speakerphone (listening through the built-in speakers of the controller and using the microphone positioned in the lower right side of the controller) ■ Video call using StarLeaf Personal Telepresence 3050: If you have a StarLeaf Personal Telepresence 3050 system, press to listen through the loudspeakers of the monitor and also to use the microphone inside the StarLeaf Monitor. ■ Video call using Group Telepresence When using the Group Telepresence System, press this button to send audio to the external speakers and to use the external microphone The button lights to indicate that the audio is emanating from either the touchscreen controller's speaker, the monitor's speakers, or the external speakers on the Group Telepresence system, rather than from the handset or headset of the touchscreen controller
Home	Press to display the home screen of the touchscreen controller from any screen in the interface. Double-press to access the touchscreen controller's settings

Button	Description
Message waiting indicator	Phone 2120 only. Flashes when the touchscreen controller is ringing and lights to indicate that there is a new message
Microphone	Phone 2120 only. Audio-only calls that use the controller's internal speaker, rather than the handset, use a microphone located in the bottom right of the touchscreen controller casing. Do not obstruct this location
Hang up	Touch 2035 only. Press to end the current call
Answer/Make call	Touch 2035 only. Press to answer an incoming call. At other times, press to access the dial screen and the directory

Appendix: LED behavior

Network port LED behavior

LED	State
Link/Activity LED (Yellow) (On the left when looking at the port)	Solid yellow indicates there is a link, flashing when there is activity, off when there is no link
Gigabit LED (Green) (On the right when looking at the port)	On for 1000 Mbit/s link, off for 10/100 Mbit/s link or no link

StarLeaf Controller Port LED behavior

LED	State
Link/Activity LED (Yellow) (On the left when looking at the port)	Solid yellow indicates there is a link, flashing when there is activity, off when there is no link
Gigabit LED (Green) (On the right when looking at the port)	On for 1000 Mbit/s link, off for 10/100 Mbit/s link or no link

Legal information

Third party software acknowledgments

Acknowledgments of third-party software are available at:

www.starleaf.com/support/legal

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