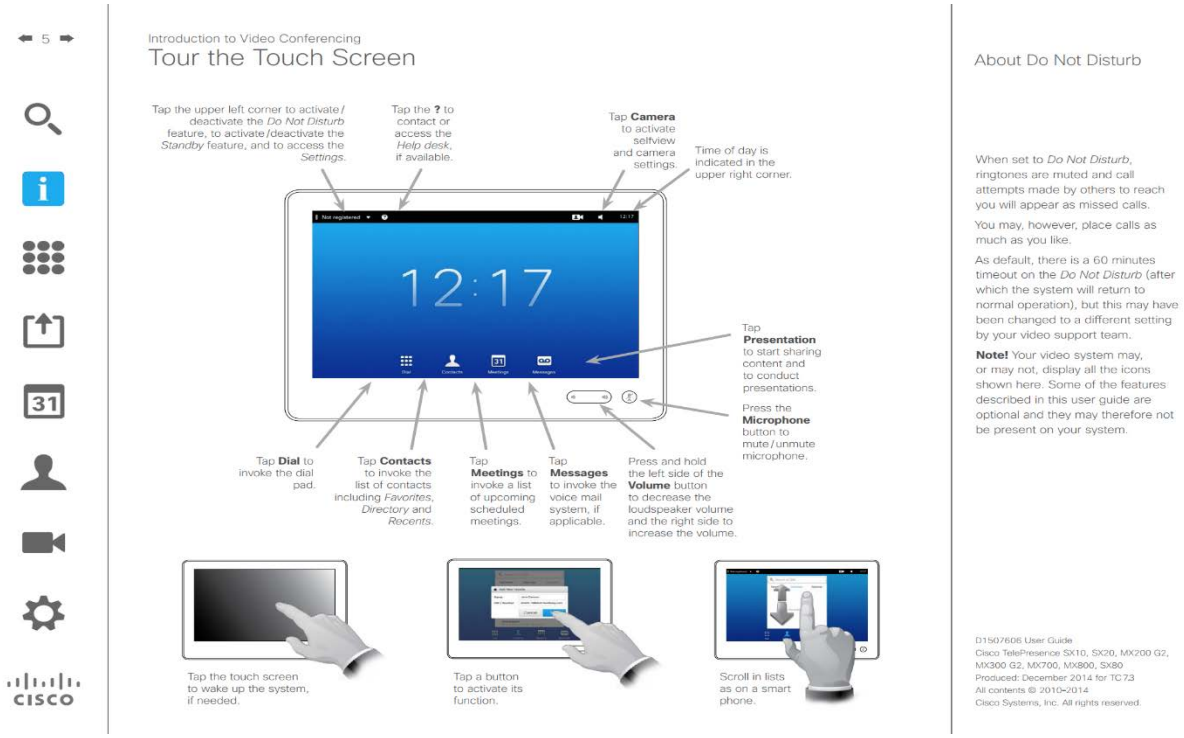
University of La Verne Telepresence User White Sheet

Diagram of the Telepresence Touch Panel:



To place a point to point call dial the appropriate campus location:

Telepresence Locations		
Location	**Number**	**Campus**
Howell Board Room	1050	La Verne, CA
Park Campus Room 147	1051	La Verne, CA
ASC	1055	La Verne, CA
Library 160	1052	La Verne, CA
Leo 101	1053	La Verne, CA
Inland Empire	1020	Ontario, CA
San Fernando	1021	Burbank, CA
Bakersfield	1022	Bakersfield, CA
Ventura	1023	Oxnard, CA
OC	1024	Irvine, CA
High Desert	2090	Victorville, CA

If you are placing a call to multiple campuses, please contact klewis@laverne.edu

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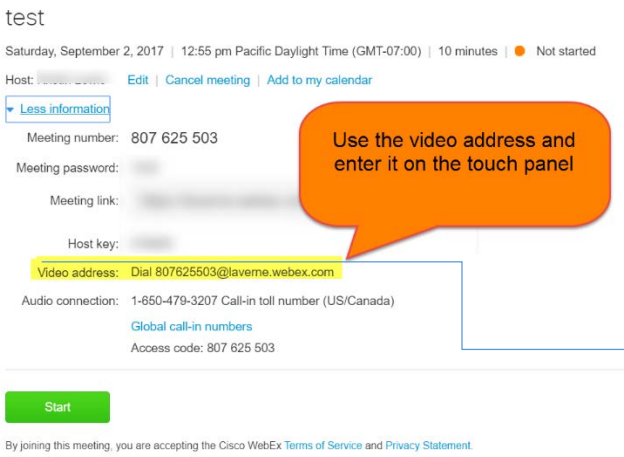
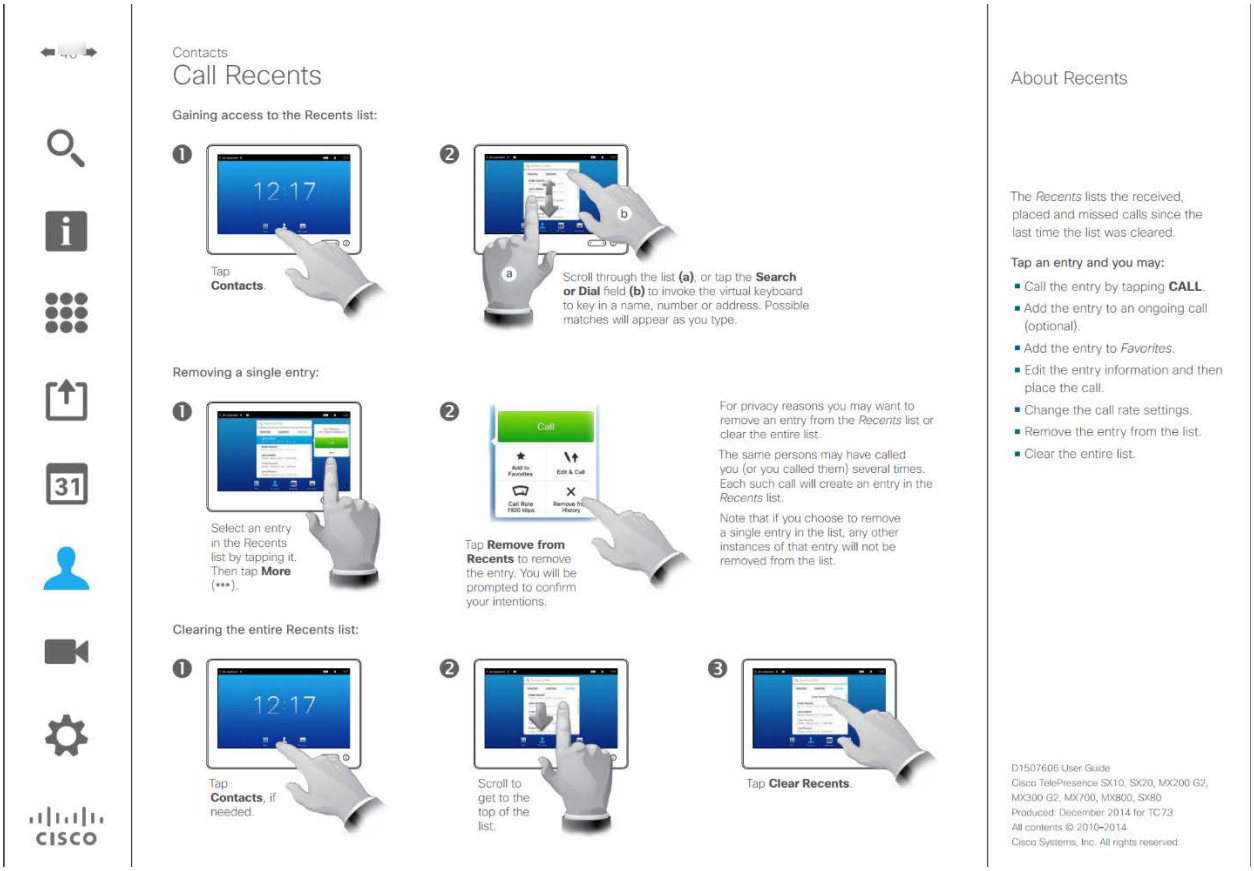


To place a call using a video address, dial the video address located on the invitation. Once the number is dialed, the system will ask for the Host key. Enter the Host key on the touch panel.

To redial a recent call, you can gain access using the Recents list:



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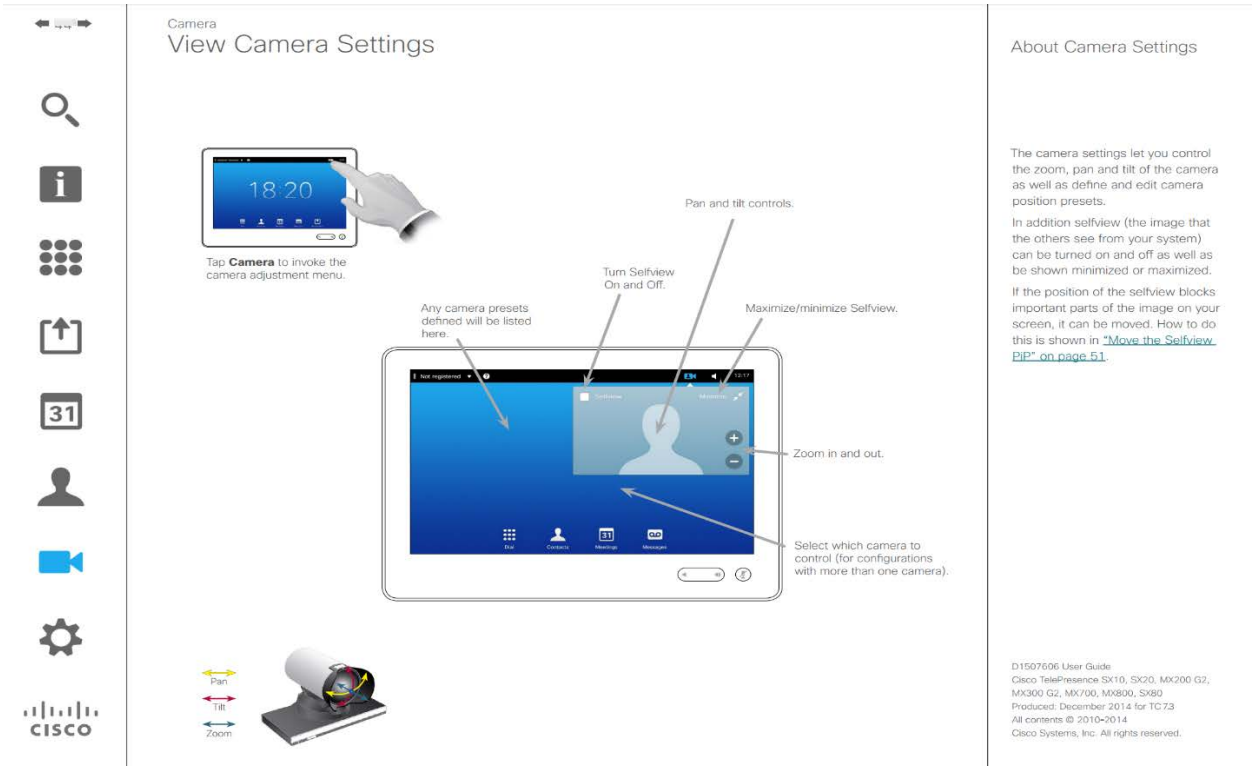
The Telepresence camera has manual and default settings. To view the settings on the touch panel view the image below:



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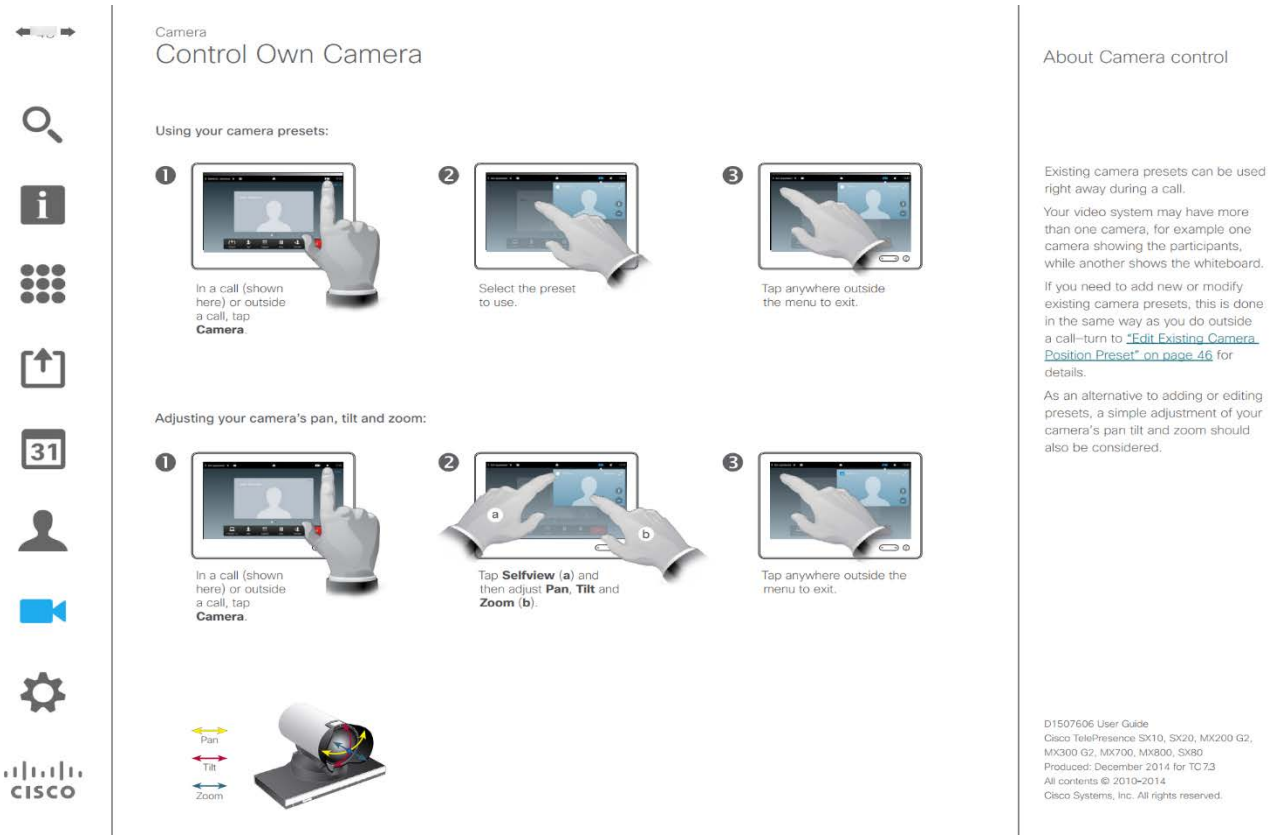
To control the camera manually:



Camera

Control Own Camera

Using your camera presets:

1. In a call (shown here) or outside a call, tap **Camera**.
2. Select the preset to use.
3. Tap anywhere outside the menu to exit.

Adjusting your camera's pan, tilt and zoom:

1. In a call (shown here) or outside a call, tap **Camera**.
2. Tap **Selfview** (**a**) and then adjust **Pan**, **Tilt** and **Zoom** (**b**).
3. Tap anywhere outside the menu to exit.

Pan
Tilt
Zoom

About Camera control

Existing camera presets can be used right away during a call.

Your video system may have more than one camera, for example one camera showing the participants, while another shows the whiteboard.

If you need to add new or modify existing camera presets, this is done in the same way as you do outside a call–turn to "Edit Existing Camera Position Preset" on page 46 for details.

As an alternative to adding or editing presets, a simple adjustment of your camera's pan tilt and zoom should also be considered.

D1507606 User Guide
Cisco TelePresence SX10, SX20, MX200 G2, MX300 G2, MX700, MX800, SX80
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For additional information and training, please contact the Service Desk at help@laverne.edu