

**Panasonic<sup>®</sup>**

**Getting Started**

**HDVC-MPCS**

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# Logging In/Logging Out

## Logging In

1. From a computer, access the HDVC-MPCS Console log-in page ([http://\[IP address for the HDVC-MPCS Console\]/hdvc\\_mpcs/index.cgi](http://[IP address for the HDVC-MPCS Console]/hdvc_mpcs/index.cgi)).

### Note

- The IP address for the HDVC-MPCS Console is the IP address of the server that has the HDVC-MPCS installed. If the server has 2 IP addresses, use either IP address.
- Select **"English"** from the drop-down list in the upper right corner of the screen. The screens are displayed in the selected language after clicking **"OK"** in step 4.

2. Click **"Login"**.



- The authentication screen is displayed.

3. Enter user name and password.
4. Click **"OK"**.
  - The Home screen is displayed.

## Logging Out

1. Close all the displayed browsers.
  - You are logged out from the HDVC-MPCS Console.

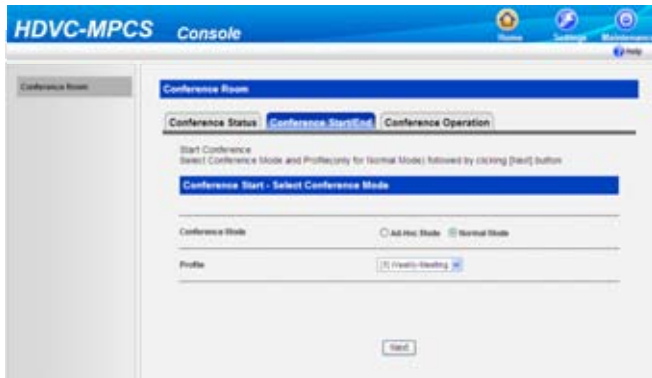
# Starting a Conference

## Making a Conference In Normal Mode

A conference is made with the sites registered in a profile. You can select which sites participate in the conference and which sites to not dial out to, from the registered sites.

## Basic Operation

1. Click the **"Home"** screen selecting tab.
  - The Home screen is displayed.
2. Click the **"Conference Start/End"** tab in the operation area.
  - The conference mode select screen is displayed.
3. Set the following items:



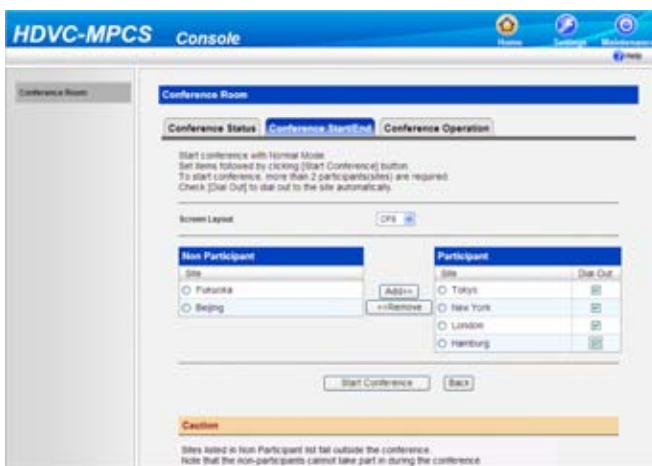
**"Conference Mode"**: Select **"Normal Mode"**.

**"Profile"**: Select the profile to use from the drop-down list.

### Note

- To select a profile, it is necessary to configure the profile in advance. For details, refer to the Operating Instructions of the HDVC-MPCS.

4. Click **"Next"**.
  - The conference start screen is displayed.
5. Select a screen layout to use from the drop-down list in the **"Screen Layout"**.



### Note

- For details about the types of screen layout, refer to the Operating Instructions of the HDVC-MPCS.
- This operation cannot be performed if **"Auto"** is set to **"Screen Layout Switching"** in the profile selected in step 3.

6. Select the sites to not participate in the conference.
  1. Select the sites to not participate in the conference from the **"Participant"** list.
  2. Click **"<<Remove"**.
    - Selected sites are moved to the **"Non Participant"** list.

**Note**

- This operation is not necessary if all the sites registered in the profile will participate in the conference.
- Once the conference starts, the sites in the **"Non Participant"** list cannot participate in the conference.
- To start a conference, it is necessary to have 2 or more sites included in the **"Participant"** list. Therefore, it is not possible to move sites to the **"Non Participant"** list when only 2 sites are included in the **"Participant"** list.
- In the **"Participant"** list, you cannot include more sites than the number of registered license ports.

7. Select sites to not dial out to.
  1. Uncheck the **"Dial Out"** check box for sites to not dial out to, from the **"Participant"** list.

**Note**

- This operation is not necessary if you will dial out to all sites in the **"Participant"** list.

8. Click **"Start Conference"**.
  - The sites in the **"Participant"** list with the **"Dial Out"** check box checked are dialled. The conference starts when the sites answer.

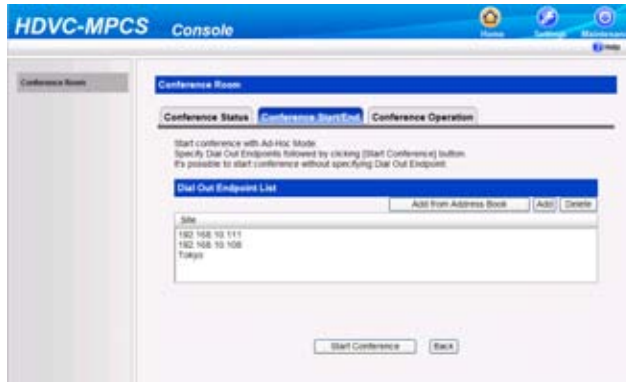
## Making a Conference In Ad-Hoc Mode

1. Click the **"Home"** screen selecting tab.
  - The Home screen is displayed.
2. Click the **"Conference Start/End"** tab in the operation area.
  - The conference mode select screen is displayed.
3. Select **"Ad-Hoc Mode"** in **"Conference Mode"**.



4. Click **"Next"**.
  - The conference start screen is displayed.

5. Select sites to dial out to by following either one of the following instructions.



Select from the address book:

1. Click **"Add from Address Book"**.
2. Select sites to dial out to.
3. Click **"OK"**.

Enter the address directly:

1. Click **"Add"**.
2. Enter the IP address of the site to dial out to in **"IP Address"**.
3. Click **"OK"**.

- The sites that will be dialled are displayed in the **"Dial Out Endpoint List"**.

### Note

- You cannot select more sites than the number of registered license ports.
- You cannot add sites which have the same IP address.
- Perform the following operation if you want to delete sites from the **"Dial Out Endpoint List"**.
  1. Select the sites you want to delete.
  2. Click **"Delete"**.
  3. Click **"OK"**.

6. Click **"Start Conference"**.

- The sites in the **"Dial Out Endpoint List"** are dialled out to. The conference starts when the sites answer.

## Ending a Conference

1. Click the **"Home"** screen selecting tab.
  - The Home screen is displayed.
2. Click the **"Conference Start/End"** tab in the operation area.

### 3. Click "End Conference".

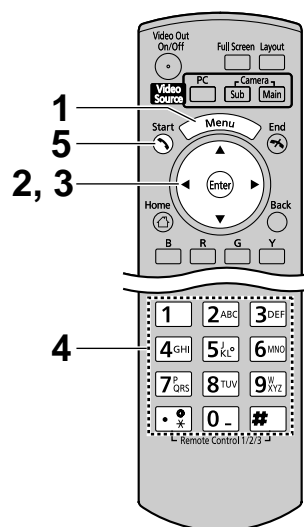
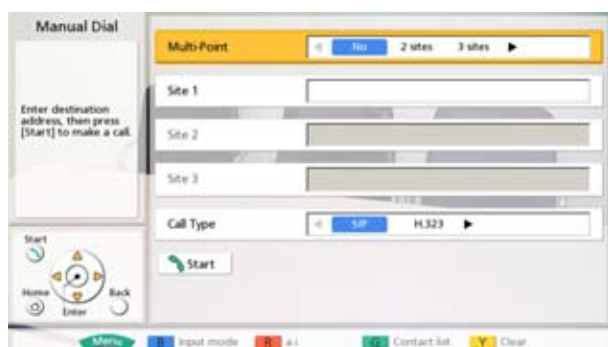


- The conference ends with all the sites in the conference disconnected, and then the conference mode select screen is displayed.

## Joining a Conference (Dial In) (On-Site Operation)

If you call the IP address of the HDVC-MPCS for a conference (dial in) from the HD Visual Communication Unit, you can join a conference.

- 1 Press **[Menu]**.
  - The Menu screen is displayed.
- 2 Select **"Manual Dial"** using **[▲][▼]** and press **[Enter]**.
  - The input screen is displayed.



- 3 Select **"Site 1"** using **[▲][▼]**.
- 4 Enter the IP address.

#### Note

- If the IP address contains 1 or 2 digit numbers, enter these numbers as they are. Do not enter like [.001].  
Example: The IP address is [192.168.0.1].
  - Correct entry: [192.168.0.1]
  - Wrong entry: [192.168.000.001]

- 5 Press **[Start]** to join the conference.
  - You can also join the conference by pressing **[Enter]**.

**Note**

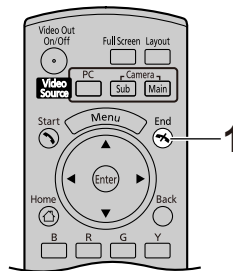
- When in Normal Mode, you cannot join a conference if you call from a site that is not in the **"Participant"** list.
- The IP address of the HDVC-MPCS for a conference is specified in "Network Status" in the maintenance menu list. For details, refer to the Operating Instructions of the HDVC-MPCS.
- You can also join the conference by calling from the contact list, the call history, or using speed dial. For details, refer to the Operating Manual or User Manual of the HD Visual Communication Unit.

## Disconnecting from a Conference (On-Site Operation)

If you end a conference using the HD Visual Communication Unit, you can disconnect from the HDVC-MPCS conference.

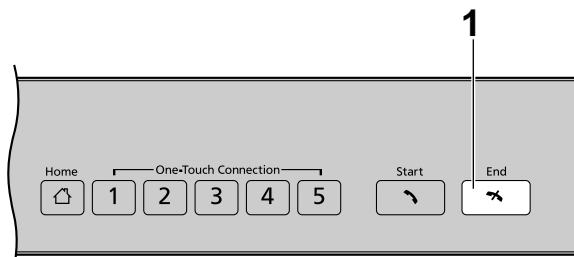
### Operation with the Remote Control

- 1 Press **[End]**.
  - Your site is disconnected from the conference.



### Operation with the HD Visual Communication Unit (KX-VC500 only)

- 1 Press **[End]**.
  - Your site is disconnected from the conference.





## Selectable Video Source (Presentation Mode) (On-Site Operation)

By connecting your computer or sub video camera to the HD Visual Communication Unit, you can show your computer's screen or video camera image to other sites in a conference. Remote control operation from the site you want to show is required.

1. Select the image you want to display.

Computer's screen:

1. Press **[PC]**.

- The computer's screen is displayed. The same screen is displayed on other sites' displays.

### **Note**

- Sites using software version 2.40 or earlier for the HD Visual Communication Unit may display the computer's screen in an incorrect aspect ratio (horizontally long). In this case, perform the following procedure to change the aspect ratio.

1. Press **[G]**.

- A dialogue box to change the aspect ratio is displayed.

2. Select "4:3" using **[▲][▼]**.

- The image is displayed in the selected aspect ratio and the dialogue box will disappear after approximately 3 seconds.

Sub video camera's image:

1. Press **[Camera Sub]**.

- The sub video camera's image is displayed. The same image is displayed on other sites' displays.

2. Press **[\*][1][0]**.

- The site's image is displayed in full screen.

3. Press **[\*][1][1]**.

- The screen layout returns to the layout pattern in use before step 2 was performed.

4. Press **[Camera Main]** to restore the original image.

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