Mondopad v1.6

Quick Start

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InFocus

The New Way to Collaborate

Contents

Hardware Setup 3

Windows Setup & Registration Process 3

- Microsoft Windows Setup 3
- Register the Mondopad Software 4
- Microsoft Office Activation 4
- Configure Microsoft Security Essentials 5

Update the Mondopad Software 7

Setup Video Conferencing SIP Settings 8

Setup Email Settings 10

Other Settings 11

Hardware Setup

1) The Mondopad device should be installed in an upright position.

2) All cables should be connected to the Mondopad device, camera, and sound bar.

3) The Mondopad device and sound bar should be turned on (toggle both power switches to the ON position).

4) Press the power button on the side panel of the Mondopad device.

5) Wait 2-3 minutes for Windows to complete its internal processes. The device may reboot up to 2 times without intervention. This is normal.

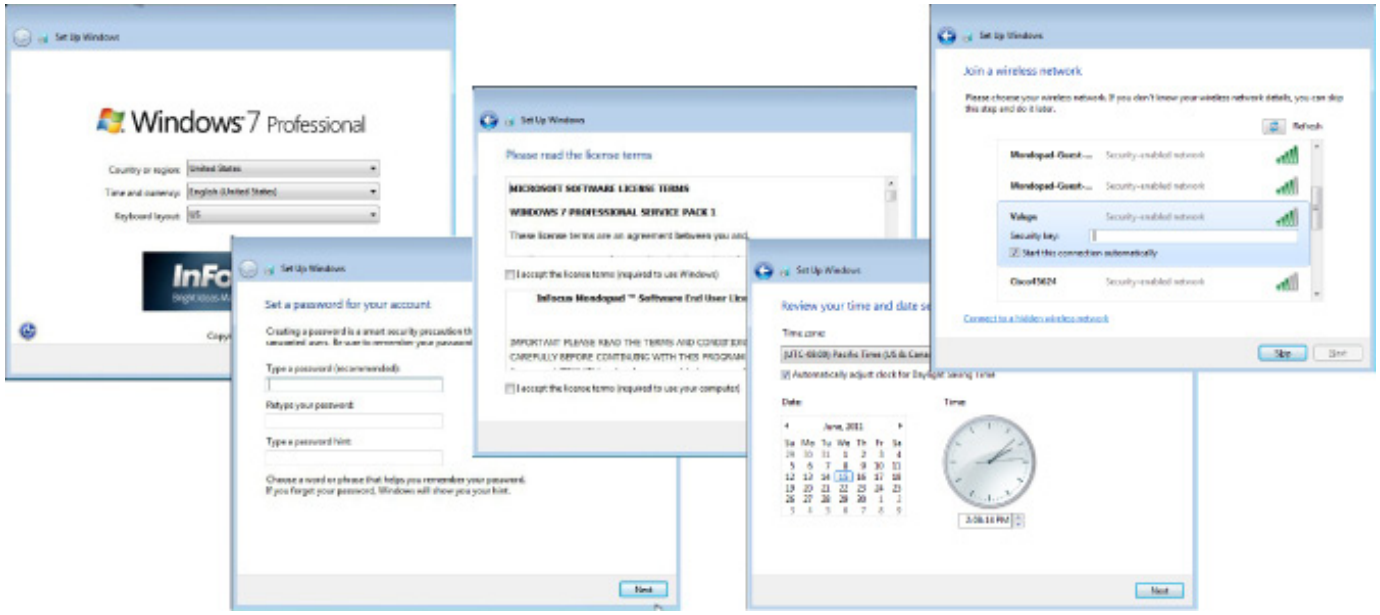
6) While you are waiting, locate the 5” x 5” Microsoft Product Identifier card (which is either taped to the back of the monitor or in the Mondopad documentation package) and verify that a keyboard and mouse are ready to use. A wired or wireless Internet access point is also required.

Windows Setup & Registration Process

The following section will guide you through the Microsoft Windows®, Mondopad™, Microsoft Office®, and Microsoft Security Essentials® process. For detailed instructions, see the Mondopad Software Guide at www.infocus.com/support.

Microsoft Windows Setup

Using a keyboard and mouse, follow the Windows prompts to create a Microsoft Windows Admin user account, assign a name to the device, and connect the device to a wireless network.



NOTES:

1) When prompted to enter a unique computer name, be aware that this name is used by Mondopad software.

2) If you want the Mondopad software to automatically log in each time, do not define a password.

3) If you are connected to the internet via a wired connection, you do not need to set up wireless settings. In that case, tap **Skip**.

4) After finishing the Windows setup, the Mondopad device will restart, and the Mondopad registration process will begin. Allow 3-4 minutes for this to complete.

Register the Mondopad Software

After finishing the Windows setup, the Mondopad device will restart, and the Mondopad registration process will begin. Allow 3-4 minutes for this to complete. Follow the prompts to choose the Mondopad software language and register the device with InFocus.

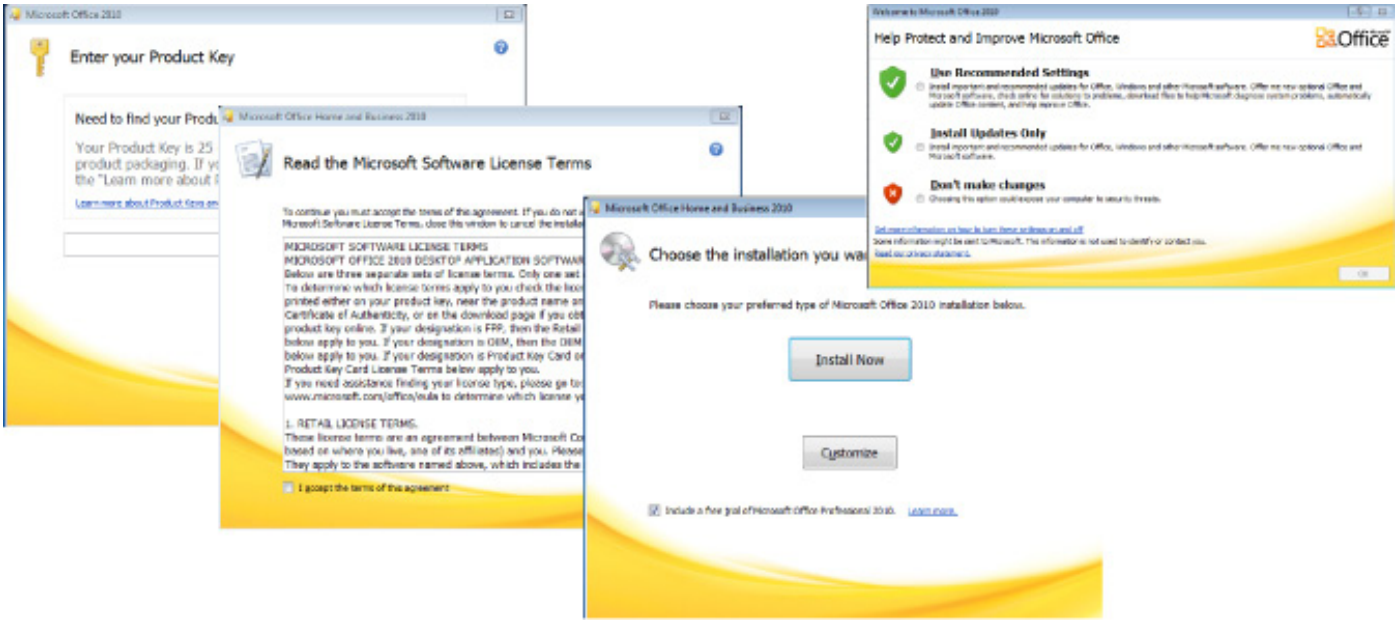
NOTES:

1) The default Administrator Access Code is 1111, however this code can be customized later.

2) If Mondopad does not register successfully, call InFocus Support at 1-877-388-8360.

Microsoft Office Activation

Once the Mondopad registration process is complete, the Microsoft Office Activation process will begin. Microsoft Office® is included with your Mondopad Purchase, however licensing restrictions for this version of Office require that each copy be activated separately online per device.



NOTES:

1) If you have not already done so, locate the 5” x 5” Microsoft Product Identifier card (which is either taped to the back of the monitor or in the Mondopad documentation package). **IMPORTANT**: Keep this card in a safe place for future reference.

2) When prompted to **Choose the installation you want**, tap **Install Now**.

3) If internet access is not available during the activation process, you will be required to register at a later date.

4) If prompted with the Help Protect and Improve Microsoft Office window, tap **Don’t make changes**. This prevents interruptions during Mondopad™ presentations and conference calls and allows you to perform updates at your convenience.

5) If required, you may install your own version of Office, provided that it includes the applications and tools native to the Microsoft Office Home and Business edition: Word®, Excel®, PowerPoint®, etc. Office Starter Edition and 3rd-party Office equivalents will not function.

Configure Microsoft Security Essentials

Once Microsoft Office has been activated, the Microsoft Security Essentials process will automatically start. Follow the prompts to configure Microsoft Security Essentials or tap **Cancel** to install your preferred 3rd party security application.

NOTES:

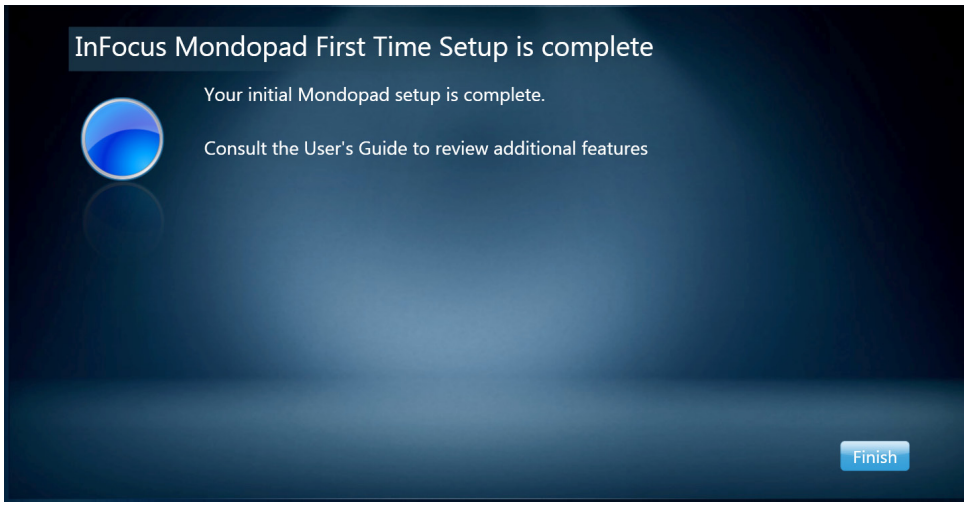
1) If you are installing a 3rd party security package, ensure the Mondopad™ software is not blocked from accessing files on the hard drive or the Internet. It also important to ensure Mondopad’s server functions are not inhibited by your security software. To support remote clients and interact with other devices, Mondopad™ operates a web server on all available IP addresses.

2) If you do not intend to install 3rd party security software, we strongly recommend that you install Microsoft Security Essentials. We do not recommend installing more than one security software product.

Mondopad First Time Setup Completion

Once Microsoft Security Essentials has been installed (or cancelled), the InFocus Mondopad First Time Setup is complete displays.

Tap **Finish** to restart the Mondopad device.



NOTES:

1) Be aware that if Windows Update is active your user base may be negatively affected as the update process may occur during a Mondopad working session.

2) InFocus reviews Windows updates constantly and does its best to ensure Mondopad software compatibility, however we recommend that caution is advised when running a Microsoft Windows update.

Update the Mondopad Software

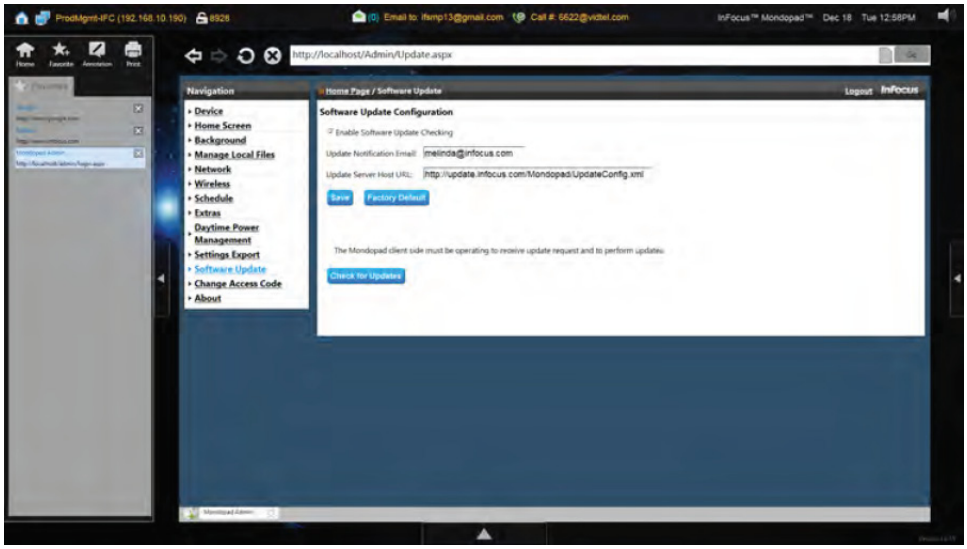
1) Once the Mondopad device restarts, the Mondopad Home page displays.

2) Tap **Browser**.

3) Tap the **Mondopad Admin** address in the Favorites column, or type **http://localhost/admin** in the browser window.

4) Type the **Admin Access Code** (by default, "1111") and tap **Login**.

5) Navigate to **Software Update**.



6) Tap **Check for Updates**.

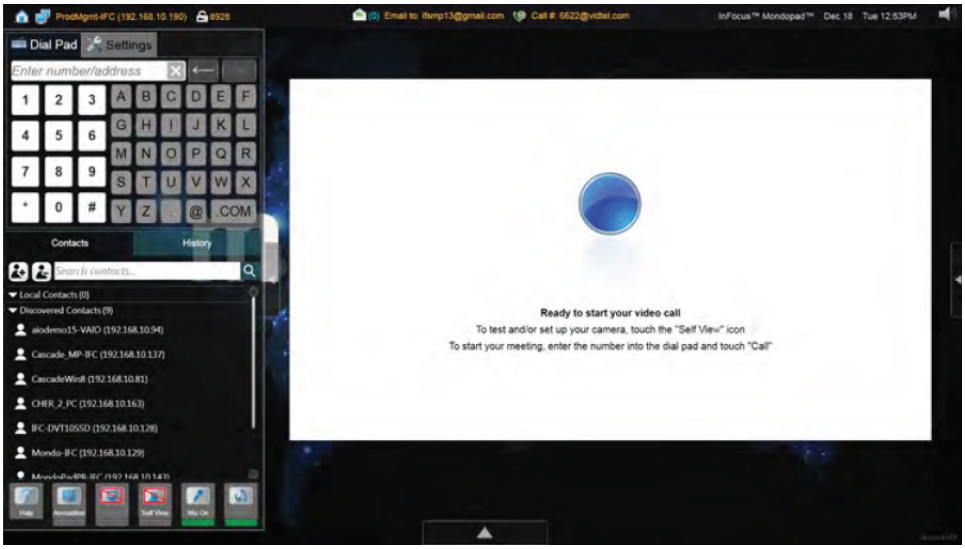
7) If an update was found, tap **OK**.

8) Once the update has been completed, the Mondopad device will restart. This can take up to 20 minutes.

Setup Video Conferencing SIP Settings

For detailed instructions, see the Mondopad Software Guide at www.infocus.com/support.

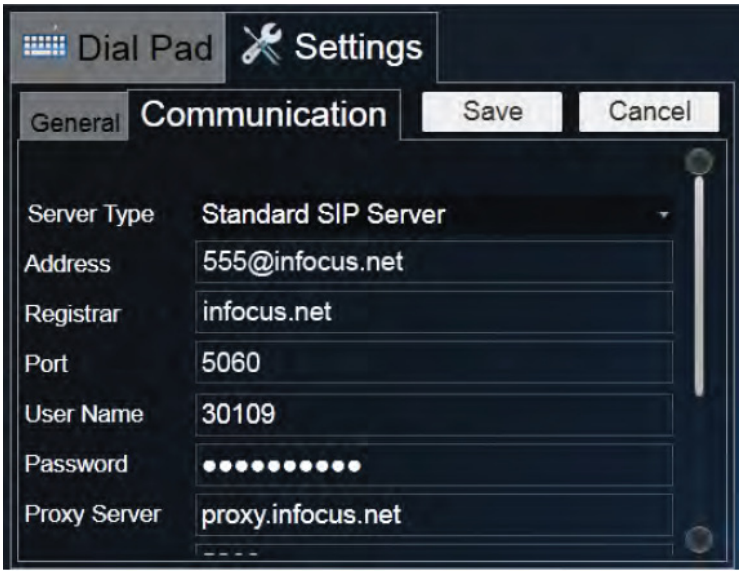
1) From the Home page, navigate to **Video Conferencing**.



2) Navigate to the **Settings** tab and tap **Edit**.

3) Enter the **Admin Access Code** (by default, "1111") and tap **OK.**

4) Fill in the following information on the **Communication** tab:



- **Server Type**: Choose Standard SIP server or Microsoft® Lync™ server as appropriate.
- **Address**: Type the SIP address provided by your video conferencing service provider.
- **Registrar**: Type the information provided by your video conferencing service provider.
- **Port**: Type the information provided by your video conferencing service provider.
- **User Name**: Type the information provided by your video conferencing service provider.

- **Password**: Type the information provided by your video conferencing service provider.
- **Proxy Server**: Type the information provided by your video conferencing service provider.
- **Proxy Port**: Type the information provided by your video conferencing service provider.
- **SIP Transport**: Choose between the following options: Both, TCP, UDP.
- **SIP Security**: Choose between the following options: None, TLS. Note: If TLS is chosen, both Port settings should be set to 5061.
- **Encryption (SRTP)**: Choose between the following options: None (no encryption), Required or Best Effort. If Required or Best Effort is chosen, the SIP Security setting should be changed to TLS, and both Port settings should be changed to 5061.

5) Tap **Save**.

6) Tap **Register**. NOTE: A “Registration Successful” message displays under the Self View window and a green service icon ( ) and the SIP address display at the top of the screen when registration is successful.

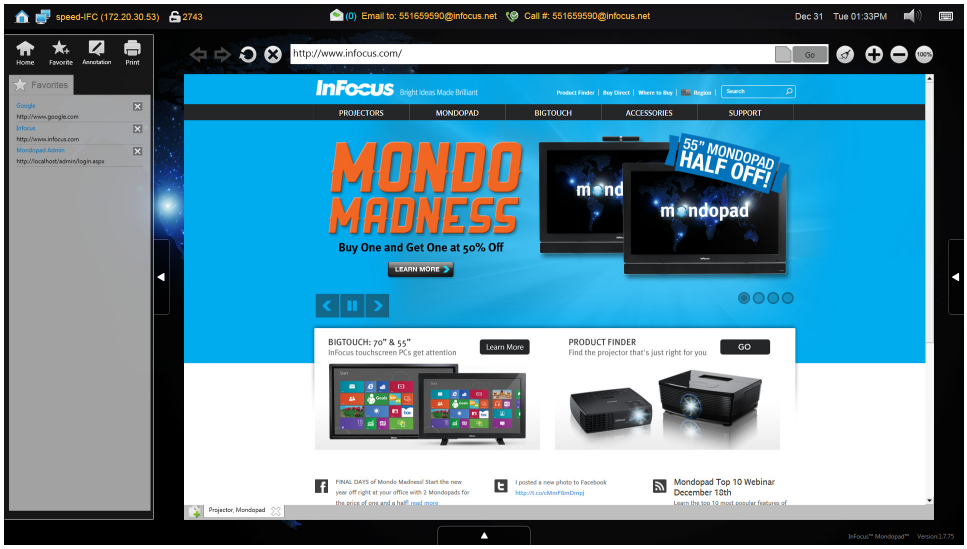
7) Tap **Quit**.

8) Tap **Save** when finished:

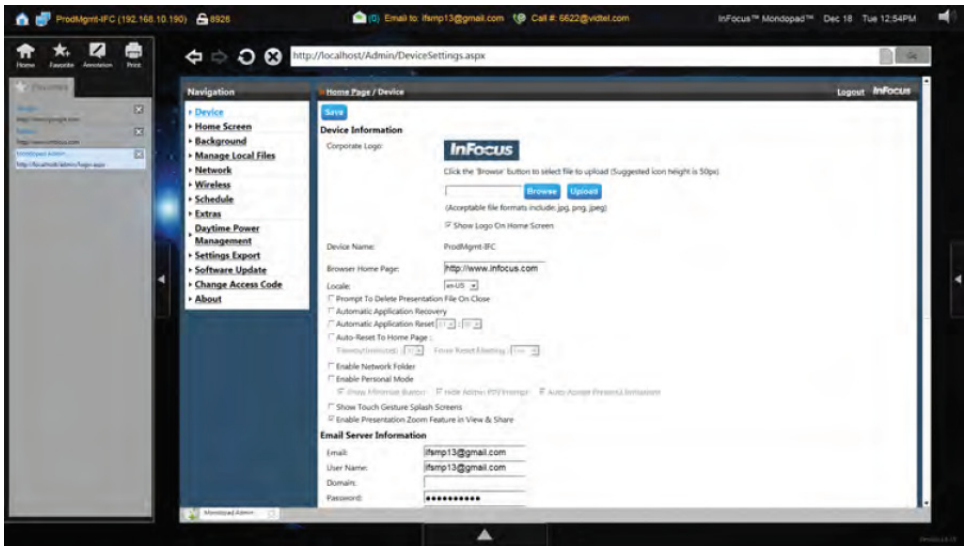
Setup Email Settings

For detailed instructions, see the Mondopad Software Guide at www.infocus.com/support.

1) From the Home page, navigate to **Browser**.



2) Type the **Admin Access Code** (by default, "1111") and tap **Login**.



3) From the Device menu, scroll down to the Email Server Information area and enter the following information:.

- Email
- User Name
- Domain
- Password
- Confirm Password

4) Then enter the IMAP, POP3 or SMTP settings appropriate for your configuration.

- Receive Mail Server
- Port
- **This server requires a secure connection (SSL)**

NOTE: When using Gmail, the email address and user name fields must match and the domain field must be left blank.

5) Select the **Enable Email Scanning** checkbox. This allows participants to send their files through email to the Mondopad device for presentation purposes.

6) Tap **Test Email Server** when finished: An email message will be sent and received by the device and if successful, will display the message “Receive mail success!”

7) If a failure message is received, tap **Test Email Server** again. This is usually necessary during a first-time set up due to the time required for the server and device to set up initial configuration settings.

8) Tap **Save.**

Other Settings

The Mondopad Administrative menus provide many customization options. For details, see the Mondopad Software Guide at www.infocus.com/support.

- If you are configuring multiple Mondopad devices, review the Settings Export section in the Mondopad Software Guide.
- InFocus also recommends that you change your Administrative Access Code from the default. For instructions, review the Change Access Code section in the Mondopad Software Guide.