



# Stem Room

## Setup Guide

Stem Room Set Up online user guide.  
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# Table of Contents

<b>Stem Room Setup Guide</b>	<b>3</b>	Setting Up Your First Room	3
		<b>Need Some Help?</b>	<b>5</b>

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# Stem Room Setup Guide

## Setting Up Your First Room

Stem Ecosystem Devices are designed as a complete solution by pairing hardware with the Stem Ecosystem Platform. To create your ideal setup, mix and match devices and set up your room to best meet your needs.

### ① Locate Ethernet and existing enterprise network hardware

- Locate the established enterprise network or routing device.
- Identify available PoE+ port(s) or PoE+ switch.
- Connect your PoE+ switch between the network and your Stem device(s).

**Note:** All Stem devices must be connected to an existing established network or routing device for DHCP IP address assignment.

### ② Wait for your devices to fully boot up

- When Wall and Table are fully booted, you will hear an audible chime.
- When Ceiling, Hub, and Hub Express are fully booted, you will see a solid blue light.

### ③ Find your IP address

- Upon boot up, your device(s) will receive an IP address from the DHCP server.
- To locate your device's IP address:
  - Filter the MAC address within your DHCP server (MAC addresses for all Stem Ecosystem Devices begins with D8:34:EE).
  - Use the [Stem Upgrader app available in the Microsoft Store](#) (Windows 10 and later)
  - For Table and Wall devices, press the Vol+ and Vol- simultaneously for 5 seconds and the device will read out its IP address (firmware 1.4.0 and later).

### ④ Access the Stem Ecosystem Platform

- Enter the IP address from any of your Stem devices in your web browser to access the Stem Ecosystem Platform.
- Logging into the HTML interface using the IP address of any one Stem device allows you to make configuration changes to your Stem Ecosystem Network.

**Note:** Make sure the computer used to access the HTML interface is on the same network (subnet) as your Stem devices.

### ⑤ Create an Organization



- When you access the HTML interface for the first time, a pop-up message will appear asking if you want to create an Organization. This can add an [additional layer of security](#) by keeping your rooms and devices password protected to prevent unauthorized access to your Stem Ecosystem.
- Name your Organization and create a password of your choice using numbers, upper-case letters, and lower-case letters. Save your password for future use.

**Note:** If you forget your Organization password, [contact Stem customer service](#).


## ⑥ Add all devices to your Organization

- You can add the rest of your devices to your Organization from the same HTML interface you used to create it.
- To add devices to the Organization:
  - Go to **Ecosystem > Devices**.
  - Select a device with red text (red text indicates a device does not belong to an Organization) and type in the Organization password. Do this for each device outside of the Organization.
  - [Get more information about how devices are displayed in the Devices list.](#)

## ⑦ Create a Room


- Now that all your devices have joined your Organization, you can create a room. This allows your devices to work in unison as a single audio endpoint.
- To create a room:
  - Go to **Ecosystem > Add Room**.
  - To name your room, click .
  - Once you've renamed your room, click **Add Devices** and select all of the devices you want to add.
  - To confirm your selection, click .

## ⑧ RoomAdapt

- Once your room is created and devices are assigned, run [RoomAdapt](#).
- Each device sends out an audio signal that will help them analyze the room's acoustics. Devices automatically self-calibrate for optimal performance based on their placement in the room.
- To run RoomAdapt:
  - Go to **Ecosystem > Rooms** and select the room you want to adapt.
  - Click  in the room's function menu.

**Note:** Make sure devices are set up in their desired locations before running RoomAdapt, and make sure to run it again any time a device is moved to a new location.

## ⑨ RoomCheck

- After running RoomAdapt, you can use [RoomCheck](#), a 5-second test that analyzes the clarity of your voice from anywhere in the room.
- To run RoomCheck:
  - Go to **Ecosystem > Rooms** and select the room you want to check.
  - Select **Edit Layout** by the room's design. If there is no RoomDesign created, add the room's design and drag-and-drop the devices into the room. Make sure the devices in the design are placed in the same physical location as they are in the room.
  - With somebody in the room, click  and ask them to speak for 5 seconds.
  - Once the recording is complete, a color-coordinated heatmap highlighting the audio quality for different areas in the room appears.
  - If your heatmap shows inadequate coverage, you can check the room again, or consider moving your devices for better audio pickup.

## ⑩ Test your Stem Room setup

- Connect your Stem device to your PC using the provided USB-A to USB-B cable.

- When using more than one Stem device in your room, you must use a Stem Hub or Stem Hub Express. The USB connection will be between the Hub and computer.
- Using your preferred conferencing software, start a test call. The [Stem Customer Happiness team](#) is available to help carry out your test call, and to answer any other questions you may have.

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## Need Some Help?

**Website:** [shure.com/stem](https://shure.com/stem)

**Email:** [customerhappiness@shure.com](mailto:customerhappiness@shure.com)

**Telephone:** (949) 877-STEM (7836)

**Setup Videos:** [youtube.com/shuresystems](https://youtube.com/shuresystems)

**Product Guides:** [stemaudio.com/product-resources](https://stemaudio.com/product-resources)

**Additional Installation Resources:** [stemaudio.com/installation-resources](https://stemaudio.com/installation-resources)

