

USER MANUAL

MODELS:

VIA Campus²
Presentation & Collaboration Solution (For Firmware Version 4.0)





P/N: 2900-301670 Rev 8 www.kramerav.com

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VIA Campus² – Contents

Introduction

Welcome to Kramer Electronics! Since 1981, Kramer Electronics has been providing a world of unique, creative, and affordable solutions to the vast range of problems that confront the video, audio, presentation, and broadcasting professional on a daily basis. In recent years, we have redesigned and upgraded most of our line, making the best even better!

Getting Started

Congratulations on purchasing your VIA Campus² Presentation & Collaboration Solution (For Firmware Version 4.0).

We recommend that you:

- Unpack the equipment carefully and save the original box and packaging materials for possible future shipment.
- Review the contents of this user manual.



Go to https://k.kramerav.com/support/product_downloads.asp?pid=4190 to check for up-to-date user manuals, application programs, and to check if firmware upgrades are available (where appropriate).

Achieving Best Performance

- Use only good quality connection cables (we recommend Kramer high-performance, high-resolution cables) to avoid interference, deterioration in signal quality due to poor matching, and elevated noise levels (often associated with low quality cables).
- Do not secure the cables in tight bundles or roll the slack into tight coils.
- Avoid interference from neighboring electrical appliances that may adversely influence signal quality.
- Position your Kramer VIA Campus² away from moisture, excessive sunlight and dust.



This equipment is to be used only inside a building. It may only be connected to other equipment that is installed inside a building.

Safety Instructions



Caution:

- This equipment is to be used only inside a building. It may only be connected to other equipment that is installed inside a building.
- For products with relay terminals and GPI\O ports, please refer to the permitted rating for an external connection, located next to the terminal or in the User Manual.
- There are no operator serviceable parts inside the unit.



Warning:

- Use only the power cord that is supplied with the unit.
- Disconnect the power and unplug the unit from the wall before installing.
- Do not open the unit. High voltages can cause electrical shock! Servicing by qualified personnel only.
- To ensure continuous risk protection, replace fuses only according to the rating specified on the product label which is located on the bottom of the unit.

Recycling Kramer Products

The Waste Electrical and Electronic Equipment (WEEE) Directive 2002/96/EC aims to reduce the amount of WEEE sent for disposal to landfill or incineration by requiring it to be collected and recycled. To comply with the WEEE Directive, Kramer Electronics has made arrangements with the European Advanced Recycling Network (EARN) and will cover any costs of treatment, recycling and recovery of waste Kramer Electronics branded equipment on arrival at the EARN facility. For details of Kramer's recycling arrangements in your particular country go to our recycling pages at www.kramerav.com/social-responsibility/environment.

Overview

VIA Campus² is a wireless presentation and collaboration solution that makes it easier to get actual work done during meetings. With any laptop or mobile device, users can view, edit, and comment on documents in real time and record sessions. Meeting participants can display or stream full uninterrupted HD video (up to 1080p60) from their device, and even play YouTube® videos in full frame rate. In addition to wireless connection, VIA Campus² also features an HDMI™ wired input.

VIA Campus² can show up to six user screens on a single main display and 12 on two displays. Users can also view the main display on their own device. VIA Campus² features iOS mirroring via AirPlay™, Windows & Android mirroring via Miracast™, as well as ChromeBook mirroring.

VIA Campus² supports 3rd party conferencing and office apps, such as Microsoft Office[®], Skype[®], GoToMeeting[®], Teams[®], and WebEx[®]. The solution can handle any size collaboration or meeting space and is ideal for training venues and classrooms.

Key Features

- 3rd party Security Certification.
- Easy and Effective Wireless Connectivity Built-in Wi-Fi gives you two setup options for enabling meeting participants to wirelessly join the meeting. After setting a wired connection from your VIA device to your local corporate LAN you can do one of the following: use the built-in VIA Wi-Fi to create a guest network to which participants can connect or use the built-in VIA Wi-Fi as a Miracast receiver.
- Automatically stops presentation when leaving the room.
- 4K@60 HDMI Wired Input Enables hard-wiring your computer or other HDMI compatible device such as a camera, multimedia player or computer.



Does not support HDCP signals.

- 60fps Streaming Multimedia Share up to 4K wireless video streaming (using the VIA app Multimedia feature).
- One 4K@60 (RGB) HDMI output and one 4K@60 DisplayPort output.
- Remote Power Control via a relay port.
- iOS, Android, Chromebook® and Miracast® Mirroring.
- Optimized for Video Conferencing VIA Versa feature enables you to wirelessly select the professional grade camera and AV in your meeting room for your VC calls.
- Calendar widget on the wallpaper for instant connectivity within one click.
- 3rd Party Web Applications Run directly from the device without needing to use the application.
- Seamless Live Video Streaming Stream live content from meeting rooms, classrooms and studios using RTMP/RTMPS to all the leading platforms, like YouTube™, Kaltura™, Panopto™ and more.

- Room Calendar Integration Shows the room occupancy schedule on the main display.
- Internal Web Browser Open any browser to display content.
- DHCP Support.
- Streaming Input for the Internal Media Player.
- Cloud-Based File Sharing Drag and drop files to the internal VIA cloud storage (128GB).
- Whiteboard Support.
- Control Give a participant control over a presenter's PC for true collaboration.
- Chat Send an instant message to another user.
- iCloud[®], OneDrive[®], GoogleDrive[®], Dropbox[®] Integration.
- View Main Display View the main display on your own device.
- Third-Party App Support Like Microsoft Office®, Skype for Business®, GoToMeeting® and WebEx®.
- Icon Shortcuts On the splash page for third party applications.
- Integrated YouTube Player Create playlists, share videos or drag and drop any YouTube clip to your VIA app for seamless video playback.
- Streaming Output Stream all collaboration activity from the main display to any H.264 decoder.
- Recording Record an entire VIA video and audio session to a local video file.
- Digital Signage Display dynamic content and information on the main display when there is no meeting in progress. Use a predefined template or create your own display configuration with up to three frames of content that appear simultaneously. Schedule campaigns (content configurations) to run automatically at specific dates and times.
- Seamless VSM Integration With VIA Site Management (VSM) software.
- Multilingual Support Experience VIA in your language.
- Warranty 3 years on hardware.

Typical Applications

- College and university classrooms.
- Corporate and university training rooms.

Glossary

The following are definitions of some common terms found in this User Manual.



Screenshots in this section are representative only and may not accurately reflect the features associated with your VIA device.

- **VIA Meeting** A session where one or more users are logged into your VIA unit using the Kramer VIA app.
- Gateway A VIA device such as VIA Campus².
- Main Display The video display that is connected to the HDMI output of the gateway.
 This is where presentation and collaboration during the meeting happens.
- User Dashboard (VIA app) Main interface for meeting participants using the VIA app.
 This dashboard appears after logging into a VIA meeting.



Figure 1: User Dashboard

 Gateway Dashboard (on Main Display) – VIA Campus² interface opened from the main display using a keyboard and mouse connected to the device (or by using Collaboration mode). Click the VIA icon in the lower left corner of the main display to open the Gateway Dashboard.

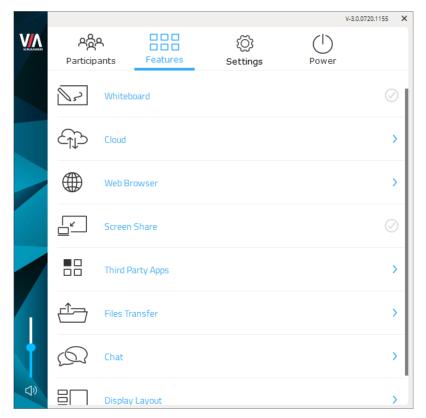


Figure 2: Gateway Dashboard

 Gateway Management Web Pages (accessed from a PC) – Web pages embedded in your gateway device that enable you to configure this specific device. The Gateway Management Web Pages are accessed from any computer connected to the same network as the gateway.

Supported Devices

The following user devices are supported by the VIA Campus² Presentation & Collaboration Solution (For Firmware Version 4.0):

- Windows 8/10/11® (32-bit/64-bit) computer.
- Macintosh® computer, using OSX 10.12.x or newer.
- · Chromebook.
- iPad/iPhone® tablet/smartphone (iPad 2 or later, iOS 12 or later).
 - When using the Airplay service, no Kramer VIA application is needed. However, we recommend using iOS12, Mojave OS X, or higher, for a better experience.
- Android[®] OS 5. x tablet/smartphone or newer.
 - The minimum system requirement for using the **Kramer VIA** mirroring feature for an Android device is Android 5.1.

Defining VIA Campus²

This section defines VIA Campus².

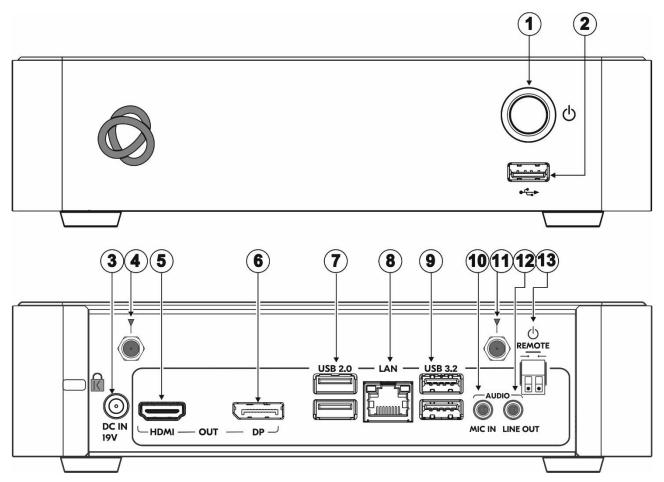


Figure 3: VIA Campus²

#	Feature	Function
1	Power Button	Turns the machine on and off. Logo lights when the unit is turned on.
2	USB 2.0 Connector	For connecting a USB device.
3	DC IN 19V Connector	Connects to the 19V DC power adapter.
4	Wi-Fi Antenna Port (1 of 2)	Connect one of the Wi-Fi antennas for collaborating via the built-in Wi-Fi.
5	HDMI OUT Connector	Connect to an HDMI display.
6	DP OUT Connector	Connect to a DisplayPort display.
7	USB 2.0 Connectors	Connect to up to 2 USB devices.
8	LAN RJ-45 Connector	Connect a Local Area Network (LAN) cable
9	USB 3.2 Connectors	Connect to up to 2 USB devices.
10	AUDIO MIC IN 3.5mm Jack	Connect to a microphone.
11)	Wi-Fi Antenna Port (2 of 2)	Connect one of the Wi-Fi antennas for collaborating via the built-in Wi-Fi.
12	AUDIO LINE OUT 3.5mm Jack	Connect to an unbalanced stereo audio acceptor.
(13)	REMOTE 2-pin Terminal Block	Connect to a toggle switch to remotely turn the device on and off.

For Installer: Mounting VIA Campus²

This section provides instructions for mounting **VIA Campus**². Before installing, verify that the environment is within the recommended range:



- Operation temperature 0° to 40°C (32 to 104°F).
- Storage temperature -40° to $+70^{\circ}$ C (-40 to $+158^{\circ}$ F).
- Humidity 10% to 90%, RHL non-condensing.



Caution:

Mount VIA Campus² before connecting any cables or power.



Warning:

- Ensure that the environment (e.g., maximum ambient temperature & air flow) is compatible for the device.
- · Avoid uneven mechanical loading.
- Appropriate consideration of equipment nameplate ratings should be used for avoiding overloading of the circuits.
- Reliable earthing of rack-mounted equipment should be maintained.

To mount VIA Campus² on a rack:

Mount the unit in a rack using the recommended rack adapter (see www.kramerav.com/product/VIA Campus)

For Installer: Connecting VIA Campus²

(i)

Always switch off the power to each device before connecting it to your VIA Campus². After connecting your VIA Campus², connect its power and then switch on the power to each device.

Connecting Device

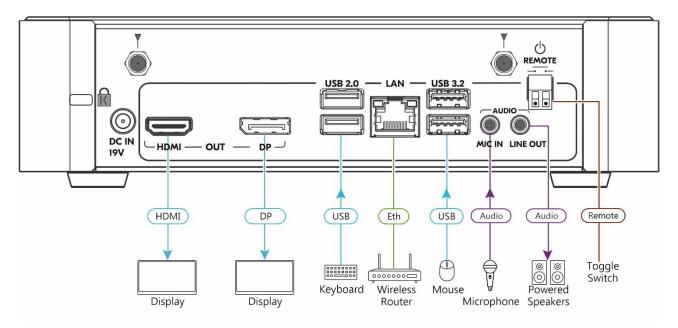


Figure 4: Connecting to the rear panel

To connect the VIA Campus² as illustrated in (Figure 4):

- 1. Connect the keyboard and mouse to the USB Connectors (7) and (9).
- 2. Connect one of the following to be used as the main display for the meeting (see Connecting the Main Display on page 13):
 - HDMI display to the HDMI OUT Connector (5).
 - DisplayPort display to the DisplayPort Connector 6.
- If you are connecting 2 screens, see <u>Configuring dual displays</u> on page <u>13</u>. A touchscreen display is best for annotation.
 - 3. Connect a Local Area Network (LAN) cable to the LAN RJ-45 Connector (8) for connection to your network.
- VIA Campus² can be connected to a local area network (LAN). In this setup, the default IP setting is DHCP that assigns an automatic IP address to your unit. This enables easy Plug and Play setup when connecting your VIA Campus² to the network. To assign a static IP address, (see <u>Settings</u> on page <u>78</u>).

- 4. Connect the Wi-Fi antennas to the Wi-Fi Antenna Ports 4 and 11 for using the built-in wireless capability.
- 5. Connect powered speakers and a microphone to the AUDIO Mini Jacks (10) and (12).
- 6. Connect the 19V DC power adapter to the Power Connector (3) and plug it into the mains electricity.
 - Do not turn the device on before connecting the LAN port to the network.
- 7. Connect via Wi-Fi with any of the following types of devices:
 - To enable participation in a collaborative session (send and receive content), all participant devices (PCs/ MACs/ smartphones/tablets) must be connected to the same network (LAN wired/wireless) as the VIA Campus².
 - A Windows 7 and above (32-bit/64-bit) computer.
 - A Macintosh® computer, using OSX 10.11.x or newer.
 - An iPad/iPhone® tablet/smartphone with the VIA app installed (iPad 2 or later, iOS 10 or later).
 - When using the Airplay service, no application is needed. However, we recommend using iOS 12, Mojave OSX, or higher, for a better experience.
 - An Android® OS 5.x tablet/smartphone with the VIA app installed.
 - For using the Android mirroring feature, a device equipped with Android 5. 1 minimum is required.
- 8. Connect a USB device to the USB 2.0 Connector ② on the front panel. VIA Campus² is connected.

Connecting the Main Display

The main display is the screen connected directly to the VIA Campus² is booted up, the VIA gateway screen appears on the main display. All collaboration activity is then displayed here.

Connect one or both of the following types of displays:

- **HDMI** The HDMI OUT Connector (5) connects to any compatible projection or direct-view display, such as an LCD monitor. This connection can be routed and switched.
- **DisplayPort** The DisplayPort Connector (6) connects to a DisplayPort display or to a VGA display by means of a DP to VGA adapter cable.

The VIA Campus² internal video card reads the EDID (Extended Display Identification Data) of the connected displays and sets the optimum display resolution and image refresh rate automatically.

Configuring dual displays

If two displays are connected to the VIA Campus², you have several display options:

- Show different content on each screen: One display shows the conferencing (the source is a shared screen or app) and the other displays any media source that is being streamed.
- The displays act as a single extended display (the mouse can roam across both screens).
- Both displays show the same content (they "mirror" each other).

To configure the displays:

- 1. Open the **Gateway Dashboard** on the Main Display:
 - a. Connect a keyboard and mouse to the USB input of the VIA Campus².
 - b. Click the VIA icon VIA in the lower left of the main display. If there is no VIA icon press CTRL-Tab and select the Collaboration menu. The Gateway Dashboard opens.

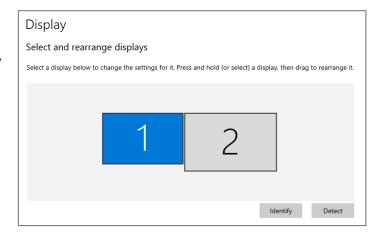


- 2. Click **System Controls**. The login window appears.
 - a. Enter the administrator username and password (default username = su, default password = supass).
- 3. On the System Controls tab, click **Display**. The Display menu opens:
 - a. Page down to Multiple
 displays and set how you
 want the displays handled:
 Extend, Duplicate or Use just
 one of the displays.

Note: If you want to display different content on each screen, set Multiple displays to **Extend these displays**.



b. If you set it to Extend the displays: The primary display is 1 and the secondary display 2.



- 4. Exit the Gateway Dashboard.
- 5. If you want to show different content on each screen, in the **Gateway Management** pages:
 - a. Connect your computer to the same network as the VIA Campus².
 - b. In a Web browser, open the IP address of your **VIA Campus**². The VIA Collaboration Hub page appears.

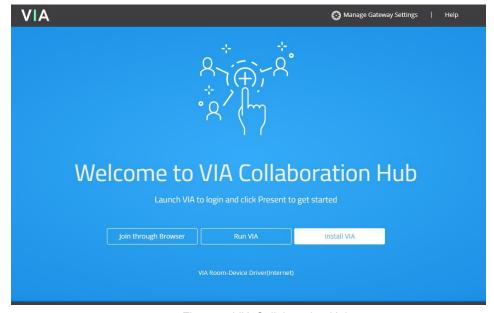


Figure 5: VIA Collaboration Hub

c. Click **Manage Gateway Settings** in the upper right corner; The Administrator Login page appears (default username = su, default password = supass).

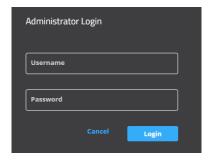


Figure 6: Administrator Login

d. In the menu on the left, select **Device Management > VIA Settings**.

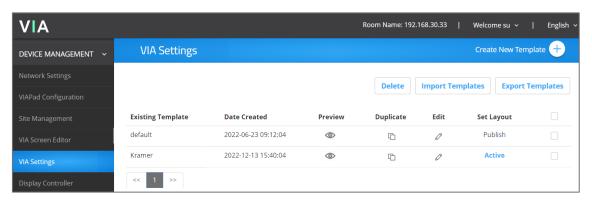


Figure 7: VIA Setting Page

- e. In the VIA Settings page, click the Edit icon of the Active layout.
- Click Presentation in the All VIA settings list.
- g. Page down to Screen Reservation (For Dual Display Setups).

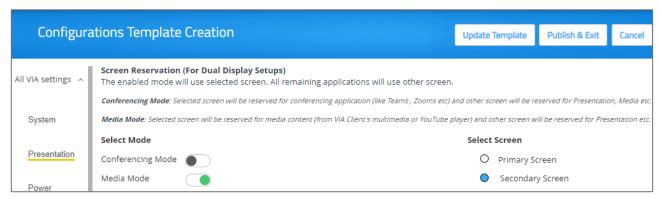


Figure 8: Presentation tab of the All VIA settings

- h. Enable **Conferencing Mode** (you cannot enable both modes at the same time).
- i. Select the screen that will display Conferencing (the Primary Screen or the Secondary Screen).
- j. Enable Media Mode and make sure it is set to display on the other screen.
- k. Click Update Template (top right of the window) and then Publish & Exit.

Dual displays have been configured.

For Web Administrator: Gateway Management Pages

VIA Campus² administration is divided into two groups of settings:

- Gateway Management Pages Control general device settings (see the list below).
 These are the high-level controls that can only be accessed over LAN, with an administrator's password.
- Gateway Dashboard Controls the User Dashboard interface presented to meeting participants. Only accessible with a mouse and keyboard connected to the VIA Campus². Limitations can be set by the Management Pages that prevent/allow non-administrators to change some of the settings (see For Web Administrator: Gateway Dashboard on page 72).

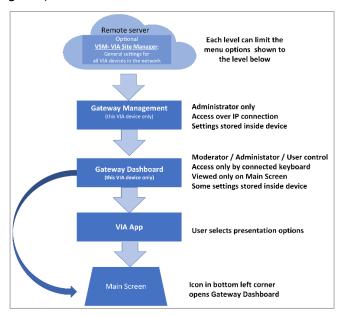


Figure 9: VIA Campus² hierarchy of control

Logging in to Gateway Management Pages

The Gateway Management Pages enable you to configure your VIA Campus² gateway device. The Gateway Management Pages are accessed from any computer connected to the same network as your gateway.

To Log in to the VIA Campus² Gateway Management Pages:

- 1. Connect your computer to the same network as the VIA Campus².
- 2. Open a Web browser and go to the IP address for your **VIA Campus**² unit. The VIA Collaboration Hub page appears.

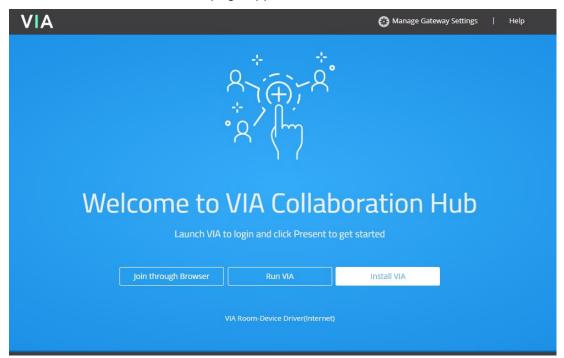


Figure 10: VIA Collaboration Hub

3. Click **Manage Gateway Settings** in the upper right corner. The Administrator Login page appears.

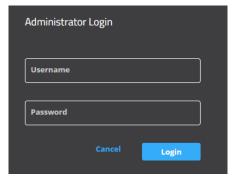


Figure 11: Administrator Login

- 4. Type a Web Administrator Username (default = su) and Password (default = supass).
- 5. Click **Login**; The Gateway Management Pages appear with the Dashboard overview open.

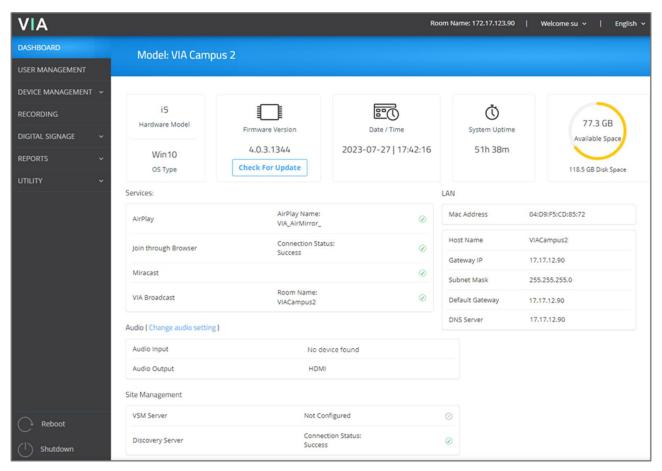


Figure 12: Gateway Management Dashboard

- 6. The **Gateway Management Dashboard** provides a grand overview of the system:
 - System Status (the top data row) Shows hardware and software status (can be used to update the firmware).
 - Services Shows the live connection status.
 - LAN Shows an overview of the network settings.
 - WIFI Shows an overview of the WiFi settings.
 - Audio Shows the audio output device (click Change audio setting to update).
 - Site Management If VSM (VIA Server Management) is active and controlling device settings, its details will be displayed in this section.
 - Click the tabs in the navigation pane on the left to display the VIA web pages.
 - Click the arrow in the upper right corner to select a different language for the web pages.

User Management

This section describes how to add user accounts to the database of your VIA Campus² device. User accounts are required to access the Gateway Management Pages and, depending on settings (see <u>Moderator Mode</u> on page <u>50</u>), a user account can be required for people to join a VIA meeting.

To add a user account to your VIA Campus² database:

1. Click **User Management** on the Gateway Management Pages navigation pane. The User List page appears.

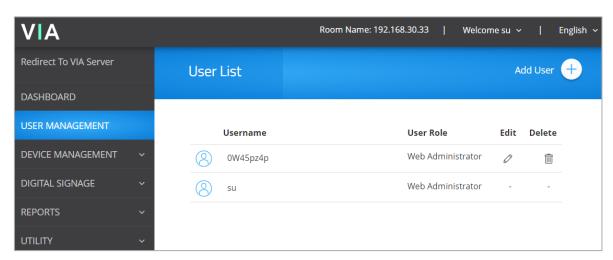


Figure 13: User Management Page

2. Click Add User.

The Add User pane appears.

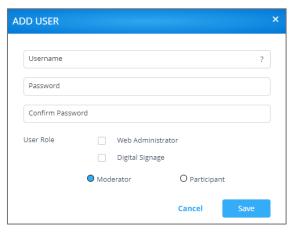


Figure 14: Add User Pane

- 3. Type the new Username, Password and Confirm Password.
- 4. Under User Role, select from the following administrative levels:
 - Web Administrator Access to change all system settings, including Digital Signage.
 - Digital Signage Able to configure the Digital Signage only (see <u>Digital Signage</u> on page <u>63</u>).

5. Select one of the following participation levels:



These options are enabled only when Moderator Mode is enabled (see $\underline{\text{Moderator Mode}}$ on page $\underline{50}$).

- Moderator User can moderate and has access to moderator features.
- Participant User can join a meeting as a participant but cannot moderate.

6. Click Save.

A new user is added, and the User List tab appears with the new user added to the list.

Network Settings

Changing Device IP Address

- By default, the IP address of your VIA Campus² is set automatically by DHCP. See below if you want to set a static IP address.
- When changing these settings, please contact your IT administrator. Incorrect values can cause a loss of communication.

To change the IP address of your VIA Campus² unit:

Click Device Management > Network Settings.
 The LAN setting tab opens with network setting page.

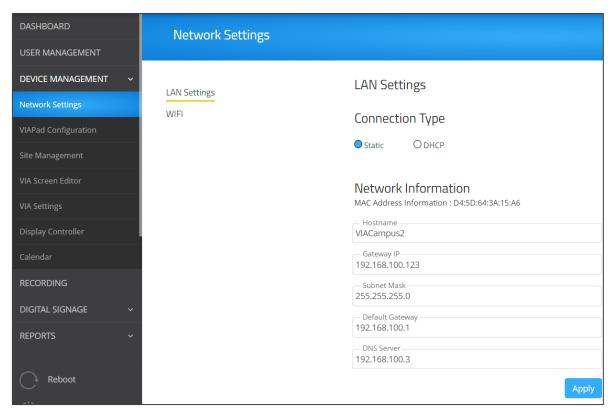


Figure 15: LAN Settings Page

- 2. Under Connection Type, select Static.
- 3. Under Network Information, rename the gateway IP. (Figure 27)
- 4. Click **Apply**; The IP address of your **VIA Campus**² is changed.

Setting Up Secure Wireless Guest Access Point

Using the built-in Wi-Fi module, VIA Campus² enables you to set up a secure access point for users to connect to your VIA Campus² network. This setup is ideal for guest users whom you may not want to connect directly to your network.

To set up a secure wireless guest access point:

- 1. Click **Device Management > Network Settings**; The Network Settings page appears.
- 2. Click WiFi.

The WiFi tab appears.

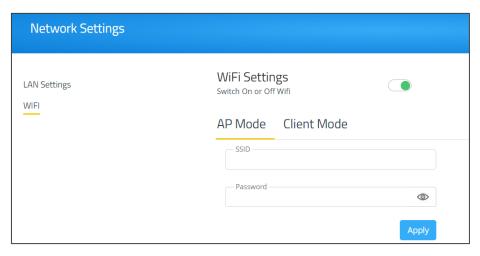


Figure 16: AP Mode Tab

- 3. Enable WiFi. The switch turns green and the WiFi settings appear.
- 4. Click AP Mode and enter a new name in the SSID field and a new password.
- 5. Click Apply.

The secure wireless guest access point is set up.

Connecting VIA Campus² to a WiFi Network

Connect VIA Campus² as a WiFi client of your main network.

To set up Client WiFi mode:

- 1. Click **Device Management > Network Settings**; The Network Settings page appears.
- 2. Click **WiFi**; The WiFi tab appears.
- 3. Turn on the WiFi; The switch turns green and the WiFi settings appear.
- 2. Click Client Mode; The Client Mode tab appears.

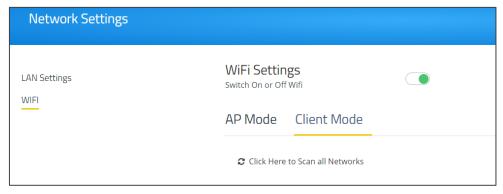


Figure 17: Client Mode Tab

3. Select a network from the dropdown (if a network is missing, try **Click Here to Scan all Networks)**.

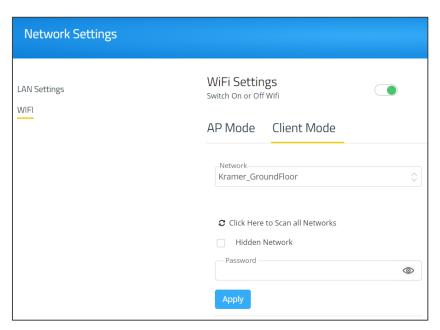


Figure 18: Client Mode Settings

- 4. Select an available network from the drop-down.
- 5. Enter the network password and click Apply.
- Disconnect the LAN cable (if connected) and reboot the device.
 Client WiFi Mode is set up.

Connecting VIA Campus² to 802.1x Network

VIA Campus² enables you to wirelessly connect your VIA Campus² device as a client device to an 802.1X network using password authentication or EAP-TLS authentication.

EAP-TLS features include:

- Mutual authentication (server to the client and client to server).
- Key exchange to establish dynamic WEP or TKIP keys.
- Fragmentation and reassembly of very long EAP messages, if needed.
- Fast reconnect via TLS session resumption.

To Connect VIA Campus² as a client device to an 802.1x network:

- 1. Set up a Radius server to validate the certificate that you will upload to VIA Campus².
- 2. Set up an access point (AP) with 802.1x type security.
- The Radius server IP address and password will be passed while configuring the 802.1x security type on the access point. This password is the same one that is used in the Radius server.
 - 3. Click **Device Management > Network Settings** in the navigation pane.

The Network Settings page appears.

- 4. Click WiFi; The WiFi tab appears.
- 5. Switch on WiFi; When active, the switch turns green and the WiFi settings appear.
- 4. Click Client Mode; The Client Mode tab appears.
- If the desired network is not in the dropdown, click Click Here to Scan all Networks.
 - 5. Do one of the following:
 - To connect to the network with username and password authentication, select the SSID of the access point that is secured by 802.1x.

Your unit can now connect to the network with a username and password.

-OR-

- To connect to the network with EAP-TLS authentication:
 - I. Select the 802.1x (TLS Certificate) checkbox; Additional settings appear.
 - m. Enter the Identity.
 - n. Upload the Authority CA, User Certificate and Key files and click **Apply**.

VIA Campus² automatically reboots and is now connected to the 802.1x network.

VIA Pad Configuration

VIA Pad is an optional touch-pad accessory that enables meeting participants to instantly join a VIA meeting with their Mac or PC laptop. Before connecting VIA Pad to a participant device for the first time, VIA Pad must be paired with your VIA Campus² device. The pairing procedure includes:

- Configuring VIA Pad Settings on page 25.
- Pairing a VIA Pad Device on page 26.

Configuring VIA Pad Settings

VIA Campus² enables you to configure VIA Pad settings that define how a VIA Pad device operates when paired with your VIA Campus² unit.

To configure VIA Pad settings:

- 1. Click **Device Management** > **VIAPad Configuration** on the navigation pane. The VIAPad Configuration page appears.
- 2. Select the following as required:

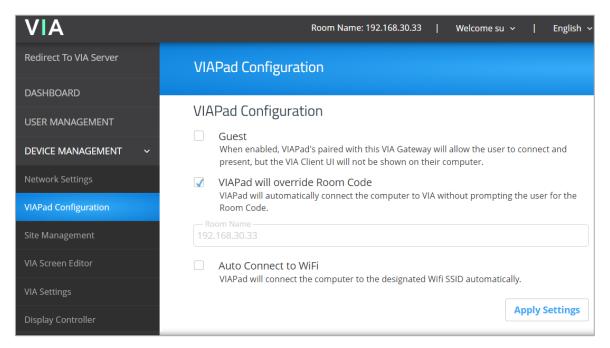


Figure 19: VIA Pad Configuration Page

- Guest Participant can Present by touching the VIA Pad device; the Kramer VIA
 app dashboard is not available.
- VIA Pad overrides Room Code Participant can join a meeting without entering the room code.



Room Name is automatically populated; it reflects the IP address of your VIA Campus² unit.

3. Select the **Auto Connect to Wi-Fi** checkbox, to configure **VIA Pad** to automatically connect to the meeting space Wi-Fi network; The Auto Connect settings appear.

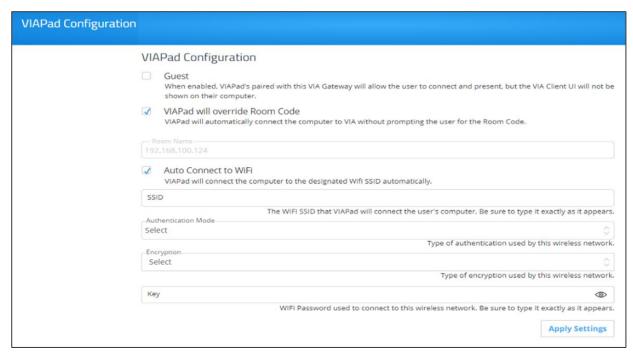
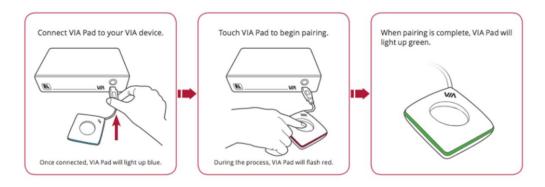


Figure 20: Auto Connect Settings

- 4. Define the following for the meeting space Wi-Fi network:
 - a. SSID Name of the network
 - Make sure that you write it EXACTLY as defined. This parameter is case sensitive.
 - b. Authentication Mode Security used by your Wi-Fi access point. Select from the preset options: **WEP Open**, **WEP Shared**, **WPA Personal**, **WPA2 Personal**.
 - c. Encryption Type of encryption key used by your router.
 - d. Key Password required to join your network (up to 50 characters max).
 VIA Pad settings are configured.
- After clicking Apply Settings, the configuration is saved, reboot is not required.

Pairing a VIA Pad Device

Each **VIA Pad** device must be paired to your **VIA Campus**² unit before it can be used. To pair a VIA Pad device to your unit, follow the directions below:



Site Management

VSM (VIA Site Management) is an optional, web-based software application (purchased separately) that enables an administrator to monitor and make changes to all VIA gateways connected to a network. **VIA Campus**² enables you to activate VSM management for a VIA gateway and define which gateway functions are managed by VSM.

- Contact your regional sales representative for more details about this solution.
- If VIA discovery is enabled and configured in VSM, your VIA device is automatically added under VSM supervision.

To configure VIA Campus² to be managed by VSM when VIA discovery is not activated:

1. Click **Device Management > Site Management** on the navigation pane.

The VIA Site Management page appears.

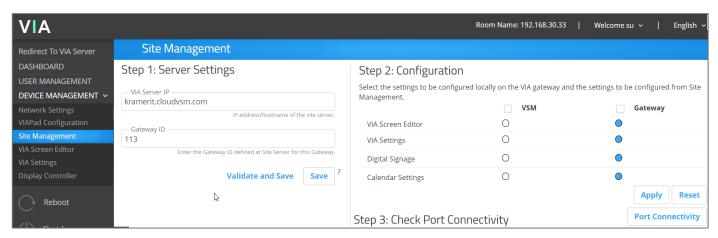


Figure 21: Site Management Settings

- 2. In the Step 1: Server Settings section, enter the VSM Server IP and the Gateway ID that was defined in VSM for this gateway.
- 3. Click Validate and Save; Changes take effect immediately.
 - VIA Campus² must be able to connect to VSM while validating is in progress.

-OR-

Click **Save** for changes to be saved with no validation from VSM.

- Since validation is not made immediately, any error entered at this stage, like duplication of ID, must be corrected manually at a later stage.
- 4. In the Step 2: Configuration section, in the VSM column, select all functions that you want to be managed by VSM.
 - After clicking Apply and Reset, changes take 30 minutes to 1 hour to take effect, to allow time to communicate with VSM.

VIA Screen Editor

Customize the look and feel of the main display home screen:

- Creating a New Screen Layout on page 28.
- Formatting Screen Layout Widgets on page 30.
- Editing a Screen Layout on page 38.
- Deleting a Screen Layout on page 38.
- Exporting and Importing a Screen Layout on page 39.
- Scaling Gateway Dashboard for Large Screens on page 40.

Creating a New Screen Layout

Screen layouts are stored as templates which can be copied or exported.

Custom design the screen layout for the main display. You can incorporate your company branding, as well as display custom text, date & time, and meeting login information. Create and save several versions of the screen layout and load them as needed.

To create a new screen layout for the main display:

 Click Device Management > VIA Screen Editor on the Gateway Management Pages navigation pane.

The Screen Editor page appears.

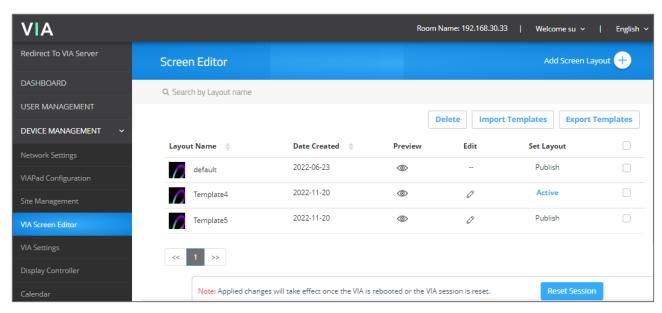


Figure 22: VIA Screen Editor

2. Click Add Screen Layout.

The wallpaper upload window appears.

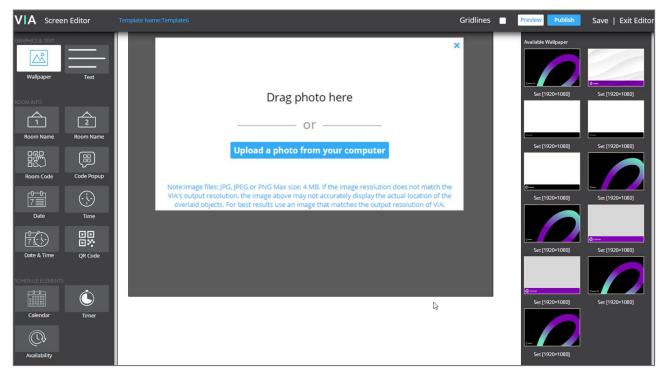


Figure 23: Wallpaper Upload Window

- 3. Drag an image file to the window or click **Upload a photo from your computer** and select an image file from your computer.
- Wallpaper image files must be jpeg, png, or bmp format and a maximum size of 2 MB.

 If the wallpaper image resolution does not match VIA's output resolution, the screen layout elements may not appear in the same location as they do in the Screen Editor. For best results, use a wallpaper image that matches the output resolution of VIA.

The Screen Editor window appears with the selected image in the work area.

- 4. Drag one of the following widgets (screen elements) from the left side of the window into the workspace in the middle:
 - The widget appears on the screen layout preview and the property controls appear on the right of the preview.
- 5. Format the widget with the property controls on the right side of the window (see <u>Formatting Screen Layout Widgets</u> on page <u>30</u>).
- 6. Click and drag the widgets according to your preferred screen layout.
- Select the **Gridlines** checkbox to show a grid overlay that helps position elements on the layout.
 - 7. Click **Save**; The new layout is saved and will appear in the table of layouts on the Screen Editor page.
 - 8. Click Publish.

The new screen layout appears on the main display.

Formatting Screen Layout Widgets

- VIA Campus² provides different formatting options for each layout widget (screen element), such as: The room code position, format and refresh time or a customized DNS (Domain Name System) name instead of the default room name.
 - Formatting Text on page 31.
 - Formatting Room Name 1 on page 32.
 - Formatting Room Name 2 on page 33.
 - Formatting Room Code on page 33.
 - Formatting Code Popup on page 34.
 - Formatting Date on page 34.
 - Formatting Time on page 35.
 - Formatting Date & Time on page 35.
 - Formatting QR Code on page 36.
 - Formatting Calendar on page 36.
 - Formatting Timer on page 37.



Figure 24: Screen Editor Widgets

Formatting Text

Format the following on the PROPERTIES tab:

- Enter the text in the text field.
- Select the font size and text alignment.
- Under Auto Resize, click ON to automatically resize the box to fit the size of the text. When the layout is published, on the main display the box size adjusts to fit the size of the text.



Figure 25: Text Properties Tab

Format the following on the COLORS tab:

- Click the Background color box and select a fill color for the text box.
- Select the Opacity of the text box.
- Click the Font Color box and select a font color.
- Under Border, click ON, click the Border Color box and select a border color.



Figure 26: Text Color Tab

Formatting Room Name 1

Room Name 1 is the address used join a meeting.

Format the following on the PROPERTIES tab:

- In the Room Name field, you can enter one or both of the following:
 - #roomname# Automatically displays the IP address of the meeting space (default).
- #airplayname# Automatically displays the airplay name of the meeting space, see <u>Presenting with iOS/OS X Airplay</u> <u>Service</u> on page 91).
- In the Custom Room Name field, enter a custom name for the meeting space. This name appears in place of the meeting space IP address when #roomname# is used in the Room Name field (see bullet above).
- Custom Room Names do not change the IP address, they add a custom name that makes it easier to identify the meeting space. Participants can join with either the room name or the IP address.
- i Custom room names only work if DNS has been configured to redirect the Room Name to the IP address or if broadcast is working in your network environment. We recommend adding a text field and including the VIA's IP address on the wallpaper as well as the custom name.

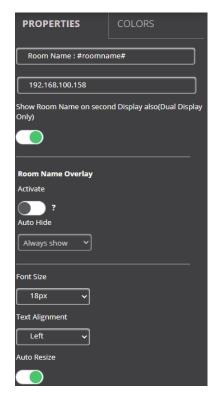


Figure 27: [Figure Caption]

- Under Show Room Name on second Display also, click **ON** to show the room name on both displays, when using dual displays (see Connecting the Main Display on page 13).
- Under Room Name Overlay:
 - Click ON to always show the room name on top of all content being presented on the screen.
 - Select the number of seconds the room name overlay is visible on top of participant content.
- Select the font size and text alignment.
- Under Auto Resize, click **ON** to automatically resize the box to fit the size of the text. When the layout is published, on the main display the box size adjusts to fit the size of the text.

For formatting on the COLORS tab, see Formatting Text on page 31.

Formatting Room Name 2

Room Name 2 shows the IP address for a second network, when in use. You cannot create a custom name for this room name. For an explanation of formatting this widget, see Formatting Room Name 1 on page 32.

Formatting Room Code

Room Code is the four-digit code that participants need to join the meeting.

Format the following on the PROPERTIES tab:

- Under Always Show on Wallpaper, click ON to always show the room code on the main display background. The code will be hidden if there is content covering it.
- Under Show Room Code on second Display also, click ON to show the room code on both displays, (when using dual displays see <u>Connecting the Main</u> Display on page 13).
- Under Room Code Refresh Time, select the time, in minutes, to define how long a room code remains valid before changing to a different code.
- Select the font size and text alignment.
- Under Auto Resize, click ON to automatically resize the box to fit the size of the text. When the layout is published, on the main display the box size adjusts to fit the size of the text.
- Under Always show on wallpaper, click ON to always show the room code on the main display background. The code will be hidden if there is content covering it.

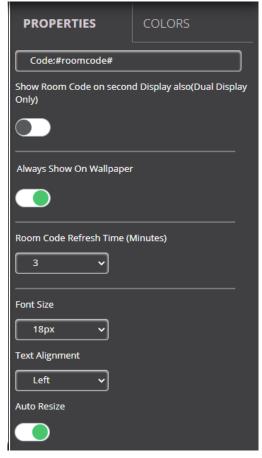


Figure 28: [Figure Caption]

- Under Show Room Code on second Display also, click **ON** to show the room code on both displays, when using dual displays (see <u>Connecting the Main</u> Display on page <u>13</u>).
- Under Room Code Refresh Time, select the time, in minutes, for how long a room code remains before changing to a different code.
- · Select the font size and text alignment.
- Under Auto Resize, click **ON** to automatically resize the box to fit the size of the text. When the layout is published, on the main display the box size adjusts to fit the size of the text.

For formatting on the COLORS tab, see Formatting Text on page 31.

Formatting Code Popup

Code Popup shows the Room Code only when a participant enters the Room Name on **Kramer VIA** app to join the meeting. This popup appears on top of any content being presented on the main display.

Format the following on the PROPERTIES tab:

• Select the font size and text alignment.

For formatting on the COLORS tab, see <u>Formatting</u> <u>Text</u> on page <u>31</u>.

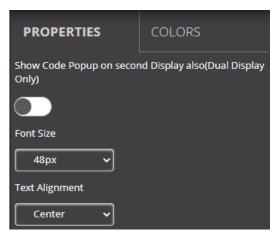


Figure 29: Room Code Popup Properties Tab

Formatting Date

The Date widget displays the date according to the time zone settings of the VIA device (see <u>Date</u>/Time on page <u>48</u>).

Format the following on the PROPERTIES tab:

- Select one of the following date formats:
 - **DD MON, YYYY** Day Month, Year (for example: 1 January, 2019).
 - MON DD, YYYY Month Day, Year (for example: January 1, 2019).
 - DD MON Day Month (for example: 1 January).
 - MON DD Month Day (for example: January 1).
 - Select the font size and text alignment.
 - Under Auto Resize, click ON to automatically resize the box to fit the size of the text. When the layout is published, on the main display the box size adjusts to fit the size of the text.

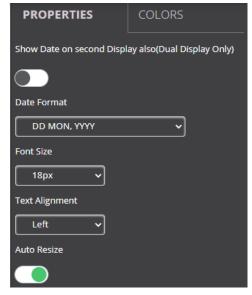


Figure 30: Date Properties Tab

For formatting on the COLORS tab, see Formatting Text on page 31.

Formatting Time

The Time widget displays the time according to the time zone settings of the VIA device (see <u>Date</u>/Time on page <u>48</u>).

Format the following on the PROPERTIES tab:

- Select 24 Hour or AM/PM time format.
- Select the font size and text alignment.
- Under Auto Resize, click ON to automatically resize the box to fit the size of the text. When the layout is published, on the main display the box size adjusts to fit the size of the text.

For formatting on the COLORS tab, see <u>Formatting</u> <u>Text</u> on page <u>31</u>.

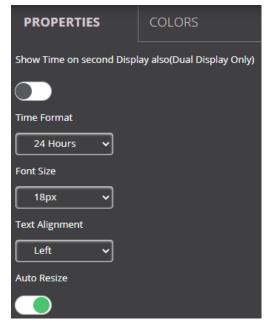


Figure 31: Time Properties Tab

Formatting Date & Time

The Date & Time widget displays the date and time according to the time zone settings of the VIA device (see <u>Date</u>/Time on page <u>48</u>).

Format the following on the PROPERTIES tab:

- Select 24 Hour or AM/PM time format.
- Select the font size and text alignment.
- Under Auto Resize, click ON to automatically resize the box to fit the size of the text. When the layout is published, on the main display the box size adjusts to fit the size of the text.

For formatting on the COLORS tab, see <u>Formatting Text</u> on page <u>31</u>.

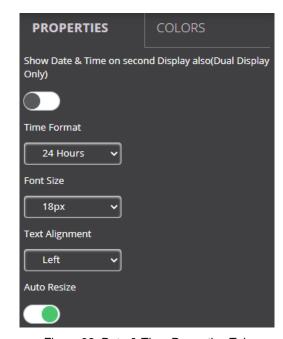


Figure 32: Date & Time Properties Tab

Formatting QR Code

The QR Code widget is a QR code that enables a participant to join the meeting by scanning the code with their device.

Format the following on the PROPERTIES tab:

- Under Enable QR code, click ON to enable joining the meeting using the QR code.
- Under Bypass room code, click **ON** to enable joining the meeting using the QR code without entering the room code.
- Under Keep QR code always on top, click ON to always show the QR code on top of all content being presented on the screen.



To download and print a hard copy of the QR code to post in the meeting space, go to the Screen Editor page and click the QR code icon in the Preview column of the active screen layout.

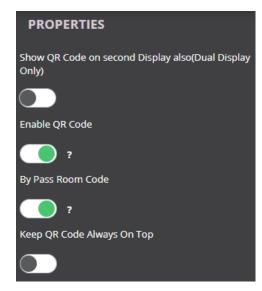


Figure 33: QR Code Properties Tab

Formatting Calendar

The Calendar widget displays information about meetings scheduled in the room where the VIA device resides.



The VIA Calendar feature must be configured and activated to use this widget (see <u>Calendar Integration</u> on page <u>60</u>)

Format the following on the PROPERTIES tab:

- Select 24 Hour or AM/PM time format.
- Under Show Title, click ON/OFF to show/hide the meeting title.
- Under Show Organizer, click ON/OFF to show/hide the name of the meeting organizer.
- Under No. of Records to Display, select how many upcoming meetings to display.
- Under Please choose font size, select the font size.

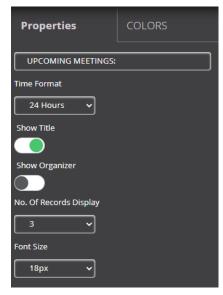


Figure 34: Calendar Properties Tab

Format the following on the COLORS tab:

- Click the Background Color box and select a fill color for the calendar.
- Select the opacity of the calendar.
- Click the Meeting Tile Font Color box and select a font color.
- Select a bar color for the following meeting statuses:
 - In Use.
 - Available.
 - Upcoming.

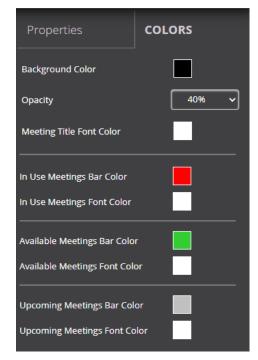


Figure 35: Calendar Colors Tab

Formatting Timer

The Timer widget is a pop-up that displays a notification that counts down the last several minutes before the next meeting is scheduled to start in the room.

Format the following on the PROPERTIES tab:

- Under Top and Bottom Text Font Size, select the font size for text appearing above and below the time.
- Under Middle Text Font Size, select the font size for the time.
- Under Meeting Alert Display, select the time before the next meeting to display the notification and start the countdown.

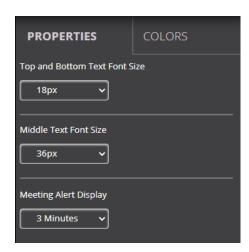


Figure 36: Timer Properties Tab

For formatting on the COLORS tab, see Formatting Text on page 31.

Formatting Availability

The Availability widget is a pop-up that displays meeting space availability in hours and minutes when third party calendar is integrated (see <u>Calendar Integration</u> on page <u>60</u>).

Format the following in PROPERTIES tab:

- Under Top and Bottom Text Font Size, select the font size for text appearing above and below the time.
- Under Middle Text Font Size, select the font size for the time.

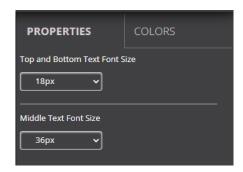


Figure 37: Availability Properties Tab

For formatting on the COLORS tab, see Formatting Text on page 31.

Editing a Screen Layout

To edit a screen layout:

- 1. Click **Device Management > VIA Screen Editor** on the navigation pane. The Screen Editor page appears.
- 2. Click **Edit** in the row of the layout that you want to edit. The Screen Editor window appears.
- 3. Edit the layout as desired (see Creating a New Screen Layout on page 28).
- 4. Click Save.

The screen layout edits are saved.

To save the edited screen layout as a new layout:

- 1. Click the arrow next to Save and select **Save As**. The template name window appears.
- 2. Enter a new name for the layout and click **Submit**. The edited layout is saved as a new layout.

Deleting a Screen Layout

To delete a screen layout:

- Click Device Management > VIA Screen Editor on the navigation pane.
 The Screen Editor page appears.
- 2. Select the layout that you want to delete and click **Delete**. A confirmation message appears.
- 3. Click OK.

The selected screen layout is deleted from the VIA device and removed from the list.

Exporting and Importing a Screen Layout

You can export a screen layout in the form of a screen file to use on other VIA devices.

To export a screen layout:

1. Click **Device Management > VIA Screen Editor** on the navigation pane. The Screen Editor page appears.

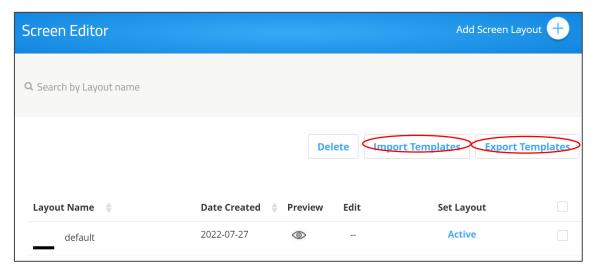


Figure 38: Template Settings

2. Select the checkbox at the end of the row of the layout that you want to export and click **Export Templates**.

A confirmation message appears.

Click **OK**.

A screen layout file (screen) is downloaded to your device.

To import a screen layout:

- Click Device Management > VIA Screen Editor on the navigation.
 The Screen Editor page appears.
- 2. Click Import Templates.

A file browser window appears.

Select the desired screen layout file and click Choose.
 The selected file is uploaded to VIA Campus² and the imported layout appears in the screen layout list.



Make sure that the exported layout file fits the resolution of the VIA device to which it is imported.

Scaling Gateway Dashboard for Large Screens

VIA Campus² enables you to enlarge the gateway dashboard on the main display when using a large, high-resolution screen.

To scale the dashboard for large screens:

- Click Device Management > VIA Settings on the navigation pane.
 The VIA Settings page appears.
- 2. Click Display.

The Display tab appears.

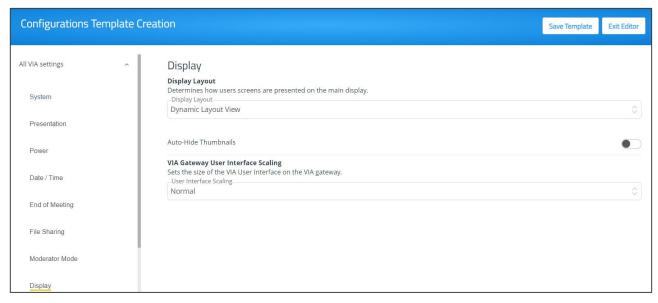


Figure 39: Display Layout Settings

3. Under VIA Gateway User Interface Scaling, select **Large** from the **User Interface Scaling** option box.

The dashboard is scaled for large screens.

VIA Settings

VIA Campus² enables you to configure settings such as power saver, time & date, audio and features availability and save them as part of a settings template. This enables you to define and save different settings for different types of meetings. Just load the appropriate template to match your needs.

To create a new gateway settings template:

Click **DEVICE MANAGEMENT** > **VIA Settings** on the navigation page.
 The VIA Settings page appears.

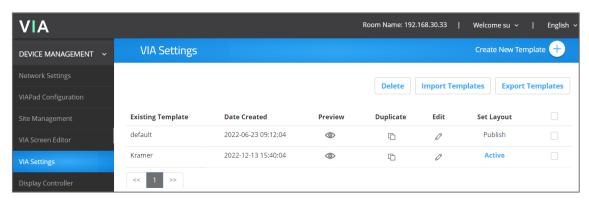


Figure 40: VIA Setting Page

2. Click **Create New Template**; The Configurations Template Creation page appears.

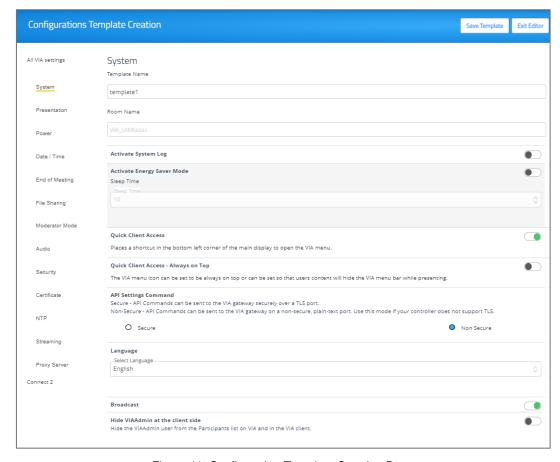


Figure 41: Configuration Template Creation Page

- 3. Enter a name for the new template and click **Save Template**; The new template is saved.
- 4. Open the different settings pages by clicking on the navigation pane on the left and change settings as needed.
- 5. As you change settings on each page, do one of the following:
 - a. Click **Update Template** to update the template without resetting and applying this template.

Changes are saved and the template remains open for more edits.

-OR-

b. Click Publish & Exit to update the template and apply the newly edited template.

Changes are saved to the template, and the session resets with the new template applied. This will take several moments, and you will need to log back into the Gateway Management pages.

VIA Campus² enables you to configure the following types of settings that apply to the settings template:

- System on page <u>43</u>.
- Presentation on page 44.
- Power on page 47.
- <u>Date</u>/Time on page <u>48</u>.
- End of Meeting on page 48.
- File Sharing on page 49.
- Moderator Mode on page 50.
- Audio on page <u>53</u>.
- Security on page 54.
- Certificate Manage SSL Certificates on page 55.
- NTP Network Time Protocol on page <u>55</u>.
- Recording & Streaming on page 56.
- Proxy Server on page <u>57</u>.
- VIA Campus Features Configure Client Menus on page 58.

System

Configure the following settings in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>) that affect the overall operation of the system:

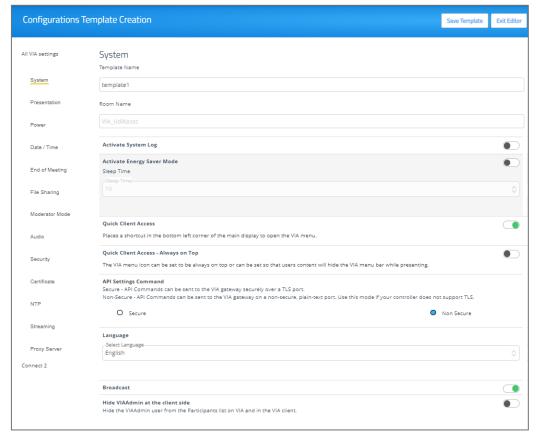


Figure 42: System Settings

- Activating System Log Provides a log of system activities such as logins, presentation, and VIA features usage to aid in diagnosing a problem or tracking participant usage. (default = OFF)
 - To view and search Activity Logs (see <u>Viewing and Searching System Activity Logs</u> on page <u>72</u>).
- Activate Energy Saver Mode Automatically send your VIA Campus² unit into sleep mode after being inactive for a defined period of time. After activating this feature, select the period (in minutes) from the Sleep Time field. (default = OFF)
- Quick Client Access Display a shortcut in the bottom left corner of the main display to open the VIA gateway dashboard. (default = ON)
- Quick Client Access Always on Top When ON, the VIA gateway dashboard always appears on top of all content on the main display. (default = ON)
- API Settings Command Select one of the following:
 - Secure API Commands can be sent to the VIA gateway securely over a TLS port.
 - Non-Secure API Commands can be sent to the VIA gateway on a non-secure, plain-text port. Use this mode if your controller does not support TLS. (default)
- Language Select the language for the Gateway Management pages.

- Broadcast When the user launches the Kramer VIA app, all broadcasting VIA gateways appears automatically on the meeting spaces.
- Bluetooth The user can see all Bluetooth enabled gateways (default = ON).
 - For information on how Auto Broadcast is enabled and what are its limitations, refer to the VIA IT Deployment Guide, available for download at:

 www.kramerav.com/product/VIA Campus² (click the Resources tab).
- Hide VIAAdmin at the client side Hides the VIAAdmin user from the Participants list. (default = OFF)

Presentation

Configure the following settings in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>) that affect how participants share content during a meeting:

iOS Mirroring – The VIA gateway will act as an Apple® AirPlay receiver. If desired, type
a new Mirror Name (the name that appears when you look for AirPlay devices on your
iOS device) and select the maximum number of mirrored iOS devices that can be used
simultaneously. (default = OFF)



Figure 43: iOS Mirroring Settings

• **Splash screen configuration** – Web Admin can configure splash screen by enabling/disabling the following options:



Figure 44: Splash Screen Configuration

- Join through Browser Enables users that are sitting in the meeting room to join the
 VIA meeting from a web browser, without downloading any software. (default = ON)
- Run VIA Enables the user to run the VIA application without downloading any software. (default = ON)
- Install VIA Enables the user to install VIA client application on personal device.
 (default = ON)

 Miracast Settings – Enables a maximum of 2 users to mirror their device screens using the native Miracast feature on their Windows 10 laptop or Android device without using the VIA app. (default = OFF)



If you are using the built-in Wi-Fi for Client or AP mode, a **VIAcast** dongle (purchased separately) is needed to provide Miracast mirroring for meeting participants. For more information see: www.kramerav.com/product/VIA Campus2.

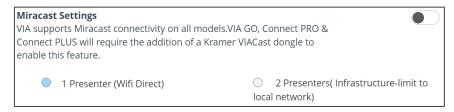


Figure 45: Miracast Setting Tab

- Web admin can select the following:
 - 1 Presenter For a single presenter using Wifi Direct. (Default = ON).
 - 2 Presenters For two presenters using local network.
- Reset Session Enables all users to reset the current VIA session from an icon that appears in the VIA task bar menu. (default = ON)
- **Default Encoding for Presentation** PC & Mac clients connected to the VIA gateway default to the encoding method selected here. (default = Auto/H264)
- Show Username Shows presenter username while presenting (default = ON).
- Screen Reservation (For Dual Display Setup) When two output screens are
 connected to the VIA Campus² (HDMI Out and DP Out), you can set one screen to
 display the conferencing (the source is a shared screen or app) and the other to display
 the media source that is being streamed.

By default, the first device detected will be set as the Primary Screen, but this can be redefined on the Gateway itself, in the **Gateway Dashboard**, **Settings Menu** (login required). You can also set both displays to show the same content. After updating remember to click **Update Template** and then **Publish & Exit**.

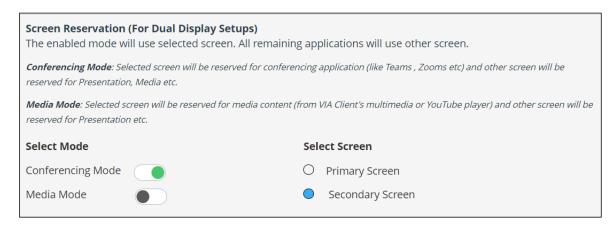


Figure 46: Screen Reservation Settings

For detailed instructions on configuring dual display setup, see Configuring dual displays on page 13.



Dual display use requires that the secondary screen is set as an extension of the primary screen. This definition is made on the **Main Screen** of the **VIA Campus**² using the Gateway Dashboard.

Instructions on using the Gateway Dashboard are available in <u>Configuring Dual Displays</u> on page <u>81</u>.

Auto DND – The Present Privately (DND - Do Not Disturb) feature allows only the active
presenter to present and prevents all other participants from presenting. Auto DND
activates DND when a user starts presenting from their device (default = OFF).

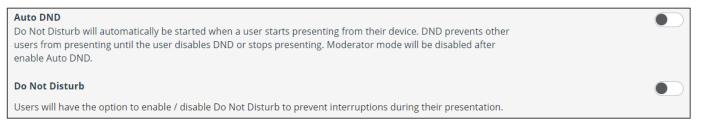


Figure 47: DND Setting Tab

 Do Not Disturb – After clicking the Present button, the full screen presenter can enable or disable DND. (default = OFF)

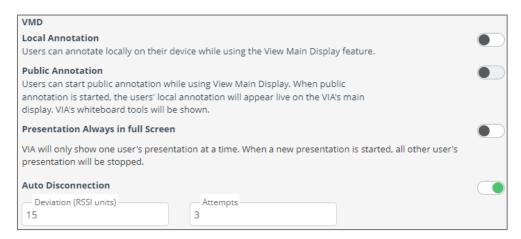


Figure 48: VMD Settings

- Local Annotation Users can annotate locally on their device while using the View Main Display feature. If this feature is not activated, users can only view, but not annotate. (default = ON)
- Public Annotation Users can start public annotation while using the View Main
 Display feature. When public annotation is started, the user's local annotation appears
 live on the main display, and the whiteboard tools are shown. (default = ON)
- Presentation Always in full Screen Only one user at a time can present. When a
 new presentation is started, the current presentation stops. (default = OFF)
- Auto Disconnection VIA Campus² will automatically disconnect the user when their connection signal weakens:
 - Deviation The change in signal strength that will lead to disconnection.
 - Attempts The number of reconnect attempts before disconnecting.

Power

Configure the following energy-saving automatic power settings in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>). Power settings works according to the time zone that the user configures in Date/Time settings (see <u>Date</u>/Time on page <u>48</u>):

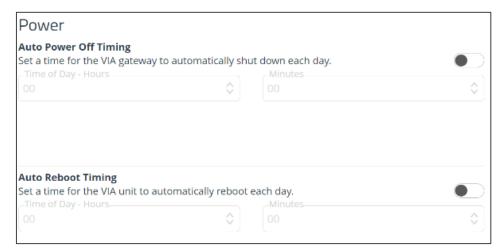


Figure 49: VIA Power Settings

- Auto Power Off Timing Set a time for VIA Campus² to automatically shut down each day.
- Auto Reboot Timing Set a time for VIA Campus² to automatically reboot each day.

Date/Time

Configure the following settings in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>) that define the date and time displayed on the Gateway Management Pages:



Figure 50: VIA Date/Time Settings

- Date and Time Format for Web Interface Select the format for displaying the date and time on the Dashboard page.
- VIA Gateway Timezone Configuration Select the time zone for VIA Campus².

End of Meeting

Select what happens when all participants have disconnected from a VIA meeting:

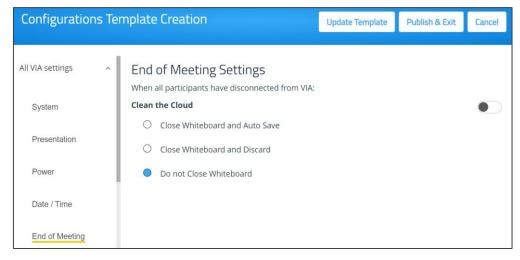


Figure 51: End of Meeting Settings

- Clean the Cloud: Enable one of the following Whiteboard options:
 - Close Whiteboard and Auto Save Closes the Whiteboard on the main display and saves the current page to the VIA cloud.
 - Close Whiteboard and Discard Closes the Whiteboard on the main display and discards the current page.
 - Do not Close Whiteboard The current whiteboard page remains on the main display.

File Sharing

Select in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>) one of the following options for defining the type of files that can be shared between participants:

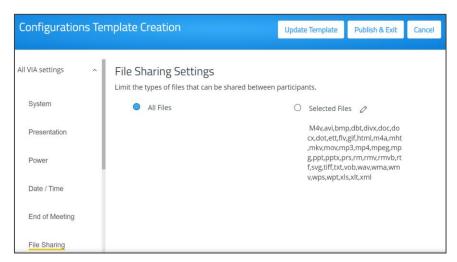


Figure 52: Files Sharing Settings

- All Files Share any type of file between participants.
- **Selected Files** Limit file types shared between participants to the defined list. Click the edit icon to add or remove file types from the allowed list.

Moderator Mode

Moderator Mode settings define who can be a meeting moderator and what features are active for the moderator.

When Moderator Mode is activated, the Moderator icon appears on the VIA User Dashboard of eligible participants (see <u>Moderating - Controlling the Meeting</u> on page <u>100</u>).



Figure 53: Moderator Mode Setting

- 1. Select who can become a moderator:
 - Database Based Only users with accounts created in VIA Campus² database can moderate (see <u>User Management</u> on page <u>19</u>).
 - Active Directory Only users defined in the Active Directory can moderate (see <u>Configuring Active Directory Moderator Mode</u> on page <u>51</u>).
 - Basic Anyone can moderate. To require a password before becoming moderator, (see <u>Security</u> on page <u>54</u>).
 - Configure "Database based" or "Active Directory" in moderator mode to define who can join the VIA meeting.
- 2. Moderator checkboxes:
 - Moderator can enable/disable Chat feature during a session.
 - Allow Participants to confirm start of Presentation Attempts to screen share must be approved by the moderator.
 - Wait for Moderator to Start Session The VIA session does not start until a moderator joins the meeting. User dashboard features are grayed out and a message appears on the main display.
 - This feature is not available in Basic Moderator Mode.

Configuring Active Directory Moderator Mode

Active Directory users can be imported into **VIA Campus**² Gateway Management Pages. The Active Directory must be organized into two sets of users: one that has permission to become moderator and one that does not have moderator permission. When using Active Directory, only users who are in the directory can join a VIA meeting.

- Active directory mode enables displaying user's First name and Last name while using VIA features such as "Chat", "Present", "File transfer", "Enable DND", "Mouse hover", "Activity Log", etc.
- You can use Groups or OUs (Organizational Units) to divide the moderator and participant/non-moderator set of users.
- Do not use Groups or OUs that have any employee in common. If there is overlap of users in your existing Groups, you will have to create new Groups for this purpose.

To configure Active Directory Moderator Mode:

 On the VIA setting Template, select Moderator Mode tab (see <u>Moderator Mode</u> on page <u>50</u>).



Figure 54: Active Directory Setting

- Click the Activate Moderator Mode switch and select Active Directory.The Active Directory settings appear.
- 3. In the **Active Directory Domain** text box, enter the Active Directory domain name.

- 4. Select User principal name or Same account name.
- 5. Select the **Group Based** or **OU Based** radio button as per your Active Directory configuration.
- 6. Based on the above selection, type the name of the Moderator and Participant Group/OU in their respective boxes.
- 7. Login the gateway dashboard settings (see <u>Logging in to the Gateway Dashboard</u> on page 76) and select LAN settings.
- 8. Click on the Host Configurator.

The Host configuration page appears.

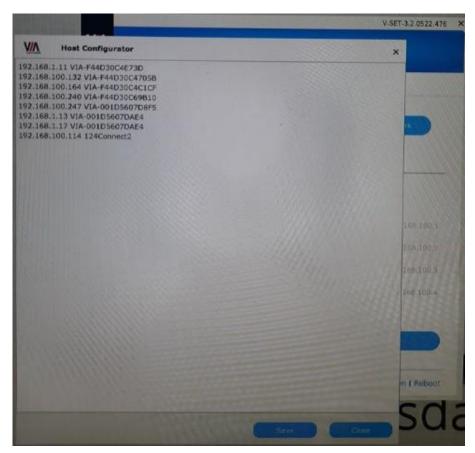


Figure 55: Host Configuration Page

 On the Host Configuration page, enter the Active Directory server IP >> Space >> Active Directory Domain Name and click Save.

Active Directory Moderator Mode is configured.

- VIA Campus² does not discover and connect to the Active Directory; rather it relies on you to correctly enter the details. If there is a typographical error in any of the fields, the users (Moderators and Participants) cannot log in.
- For further details, refer to "VIA Integration into DNS and Microsoft Active Directory" white paper.

Audio

Configure the following audio related settings in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>):



Figure 56: Audio Settings

- VIA Gateway Audio Input Set the audio input device for the VIA Campus².
- VIA Gateway Audio Output Select the audio output device connected to the Gateway.
- Default Audio Level After rebooting the unit, resetting a session, or returning to a meeting after all users have logged off, the volume returns to this defined level.

See also <u>Audio – Enabling Audio for VIA Versa Video Conferencing</u> on page <u>110</u>.

Security

Configure the following settings in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>) that affect login security for the Gateway Management Pages and for VIA meetings:

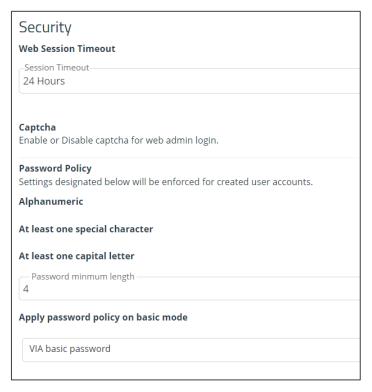


Figure 57: VIA Security Settings

- **Web Session Timeout** Select the amount of idle time before an administrator is automatically logged out of the Gateway Management Pages.
- Captcha Turn ON or OFF the captcha challenge when logging into the Gateway Management Pages.

The following Password Policy settings affect new user accounts for logging into the Gateway Management Pages and joining a VIA meeting:

- **Alphanumeric** Require at least one letter and one number to be included in a user password.
- At least one special character Require at least special character (like: !, @, #) to be included in a user password.
- At least one capital letter Require at least one capital letter to be include in a user password.
- Password minimum length Define a minimum number of characters for a user password.
- Apply password policy on basic mode Require all the above rules when creating the Basic mode password (below).
- VIA basic password Define the password needed to become moderator when in Basic mode (see <u>Moderator Mode</u> on page <u>50</u>). To remove the password requirement, clear the password field.

Certificate - Manage SSL Certificates

A custom SSL certificate can be uploaded to **VIA Campus**², to better provide for the security needs of your organization.



To prevent damage to the system, make sure you upload files that can be used by the system. If you are unsure of how to use this feature, contact technical support.

For information on how to create a certificate, see Creating an SSL Certificate for VIA, available at: VIA Campus²www.kramerav.com/product/VIA Campus²

After obtaining your certificate, install it on your VIA device.



The uploaded files must stay in the format of "server.crt" & "server.key".

To upload an SSL certificate:

1. On the Certificate tab in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>), copy and paste the web server certificate.

The web server certificate is uploaded.

- (i)
- Do not upload the key file until the certificate file is finished uploading.
- 2. Copy and paste the key file; The key file is uploaded.

NTP - Network Time Protocol

An NTP (Network Time Protocol) server can synchronize the time on VIA Campus².

To add an NTP server:



Figure 58: NTP Server Settings

 In the NTP tab in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>), enter the NTP server address and click **Add**.

The new NTP server is saved and appears in the NTP Server table.



To edit an NTP server name, click the icon in the Edit column.

To delete an NTP server name, click the icon in the Delete column.

Recording & Streaming

VIA Campus² enables you to record all activity on the main display during the course of a meeting (see <u>Recording a Meeting</u> on page <u>108</u>). Before using the recording feature, you must activate it in the Gateway Management Pages.

To activate the recording feature:

On the VIA Settings Template (see <u>VIA Settings</u> on page <u>41</u>), select the **Recording & Streaming** tab:

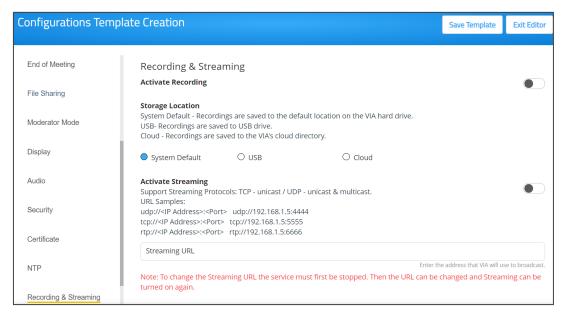


Figure 59: Recording & Streaming Settings

- 2. Enable the Activate Recording switch (it is green when switched on).
- 3. Select one of the following locations to save the meeting recordings:
 - System Default Default location on the VIA hard drive. Recordings are retrieved from the Recording > Recording List page.
 - USB External drive connected to the USB connector on the VIA Campus².
 - Cloud VIA Cloud,

The recording feature is activated.

Streaming

VIA Campus² can stream all main display activity to the following types of receivers:

- Another VIA Unit.
- Computer (Windows, Linux, Mac) which can run VLC player.

Creating a Unicast Streaming URL

To create a unicast streaming URL:

- 1. Find the IP address of the receiver using one of the following methods:
 - Windows computers Type ipconfig in the Command Prompt.
 - Mac computers Type ipconfig in the Terminal.
 - Another VIA unit Use the room name that appears on the Home screen.
- 2. Use any allowed port number from 1 65536.
- 3. Use the following format for a UDP URL:

```
udp://<IP address>:<port number>/.
```

Example: For a receiver with an IP address of 192.168.100.123 and an allowed port of 2234, the UDP URL is:

udp://192.168.100.123:2234/

OR

Use the following format for an RTP URL:

<rtp>:<ip>:<port>

Feeding Receiver Information to VIA Campus²

The receiver information must be fed to VIA Campus² before streaming can begin.

To feed receiver information to VIA Campus²:

- 1. In the Streaming tab in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>), paste the receiver URL in the Streaming URL text box. The URL must be in the format explained in <u>Creating a Unicast Streaming URL</u> on page 109.
- Click the **Streaming** switch ON.Streaming is activated, and the Streaming URL field is disabled.
 - To change the receiver URL while streaming, click the **Streaming** switch OFF, paste the new URL in the box and click the **Streaming** switch ON again.

Proxy Server

A proxy server can handle the URLs used for VIA meetings (for example, Youtube URLs used for the Youtube player feature) and for firmware downloads.

To define a proxy server:

- In the Proxy Server tab in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>), enter your proxy server parameters.
- After entering the parameters, click Test Proxy Server to verify that all parameters were entered correctly and that a connection has been established.

VIA Campus Features - Configure Client Menus

Use these options to reorganize the VIA Campus² user menu and hide menu options.

The following menus can be changed:

- **Gateway Features** The menu shown on the main display.
- Client Features The menu shown on participants' laptops and tablets.
- Mobile Features The menu shown on participants' smartphones.

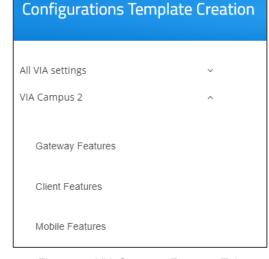


Figure 60: VIA Campus² Features Tab

To organize the menus shown to participants:

- Scroll down on the Configurations
 Template Creation navigation pane
 and click Gateway Features or
 Client Features or Mobile
 Features.
- Click and drag feature icons to a new position as needed.
- Enable or disable the features by clicking the switch (green= enabled).
 Hidden (disabled) features move to the bottom of the list.

Changes are reflected in the menu after the new template is updated and published.

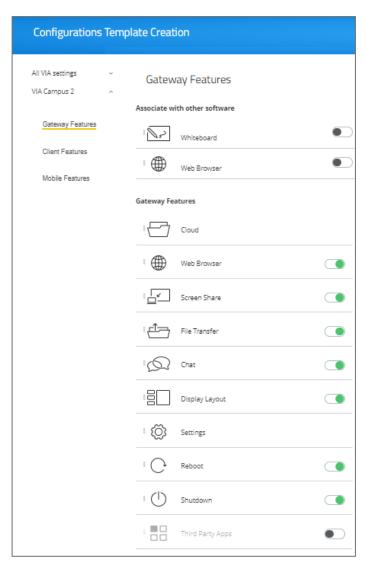


Figure 61: VIA Campus² Features Tab

Display Controller

Use the VIA Campus² device to control a display screen that is connected to the same network.

This feature enables you to configure one of the following actions:

- When the first person joins the meeting, the main display powers ON and when the last person logs out of the meeting, the main display powers OFF.
- Send a switch HDMI Input command, to toggle between the VIA input and any other device connected to the same display.

To configure your VIA Campus² as a display controller:

- Connect the display to be controlled to the same network as your VIA Campus².
- 2. Click **Device Management > Display Controller** on the navigation pane.

The Display Controller page appears.



Figure 62: Display Controller Settings

- 3. Click the Activate Control switch.
- Enter the Display IP address and Display Control Port of the display screen to be controlled.
- 5. For Command 1, enter the command to send when someone first joins a meeting (for example, power ON the display).
- 6. For Command 2, enter the command you want the VIA to send when the last participant logs out of the meeting (for example, power OFF display).
- Select ASCII or HEX to define command format accepted by your display.
- Refer to the User Manual for your display for the correct format of the commands.

Configuring your VIA Campus² as a display controller is complete.

Calendar Integration

VIA Campus² enables you to display scheduled meeting information on the main display home screen. VIA automatically retrieves information about meetings scheduled in the room where the VIA device resides. This feature is available for a room that has been added in Office 365[®] Admin Center, Microsoft Exchange[®] or in Google[®] Admin Console for G Suite[®].



Before configuring this feature in the VIA Gateway Management Pages, you must add the room in either Office 365 Admin Center, Microsoft Exchange or Google Admin Console for G Suite.

Integrating an Office 365 Calendar

To integrate your Office 365 Calendar with VIA Calendar:

- Click Device Management > Calendar on the navigation pane.
 The Calendar Account displays with Office 365 Basic Auth selected.
- 2. Select **Office 365 Basic Auth** from the Calendar Type drop down.
- 3. Enter the following for the room where this VIA gateway resides:
 - Username Email address assigned to the room.
 - Password Password associated with the room Username.
- Select a Permission Type for the user:
 None, Impersonation, Delegate.

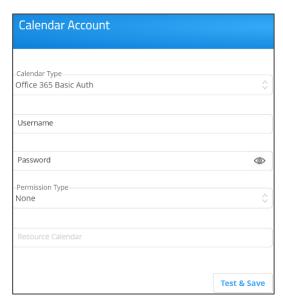


Figure 63: Third Party Calendar Configuration Page

- Impersonation Gives the device full access to the calendar (less secure).
- **Delegate** You will need to specify which parts of the calendar can be used.
- 5. In Resource Calendar, enter a calendar name to identify the created calendar.



Enabled when Impersonation or Delegate are selected.

- 6. Click **Test & Save** to test if the details entered are correct.
- 7. Configure your calendar in Formatting Calendar on page 36.

Integrating Microsoft Exchange

When a resource mailbox (e.g., a meeting space) is created, the Exchange[®] administrator can synchronize with the mailbox to be none, an Impersonation, or a Delegate.

To integrate Microsoft Exchange with VIA Calendar:

- 1. Click **Device Management** > **Calendar** on the navigation pane. The Calendar Account displays.
- 2. Select the Activate Calendar checkbox.
- 3. Select **MS Exchange** from the Calendar Type drop down. The MS Exchange controls appear.
- 4. Enter the server URL.
- 5. Select the relevant version of Microsoft Exchange.
- 6. Enter the following for the meeting space where this VIA gateway resides:
 - Username Email address assigned to the meeting space.
 - Password Password associated with the meeting space Username.
- 7. Select a Permission Type for the user: None, Impersonation, Delegate.
 - Impersonation Gives the device full access to the calendar (less secure).
 - Delegate You will need to specify which parts of the calendar can be used.
- 8. **Resource Calendar** is enabled when Impersonation or Delegate are selected; Enter a calendar name to identify the created calendar.
- 9. Click **Test & Save** to test if the details entered are correct.

Microsoft Exchange is integrated with VIA Calendar.

Integrating Google Calendar

To integrate your Google Calendar with VIA Calendar:

- 1. Click **Device Management** > **Calendar** on the navigation pane. The Calendar Account displays.
- 2. Select **Google** from the Calendar Type drop down. The Google Calendar controls appear.
- 3. Click **Click here to get code**; Google sign in page appears.
- 4. Sign-in with the Google account where the shared space calendar was created.
- 5. Allow access to VIA-Calendar; An integration code appears.
- 6. Copy the integration code from the Google sign in page and paste it into the Step 2 field on the VIA Calendar page.
- 7. Click Get Calendar.
- 8. In the Select the calendar field, select the calendar associated with the room.
- 9. Click Associate; Your Google Calendar is integrated with VIA Calendar.

Recording – Managing Saved Recordings

Retrieving Recordings Saved on the Device

VIA Campus² enables you to search, download and edit meeting recordings saved to the device.

To activate the ability to record meetings and set the save location, see <u>Recording & Streaming</u> on page <u>56</u>.

To manage meeting recordings:

1. Click **Recording** on the navigation pane; The **Recording List** appears.

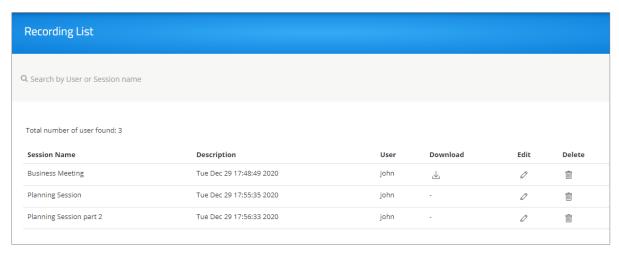


Figure 64: Recording List Page

- 2. Search for a User or Session name into the Search box.
- 3. Click the **Download** $\stackrel{1}{\checkmark}$ icon to download a recording.
- 4. Click the **Edit** icon to rename a recording file or update its description.

The Edit Recording pane for the relevant recording appears.

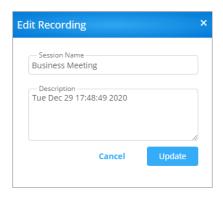


Figure 65: Edit Recording Screen

5. Click the **Delete** icon to permanently remove a selected recording.

Digital Signage



For VIA devices sold before June 1st, 2019, Digital Signage is an optional feature available through separate licensing and pricing. Contact your local Kramer office for more details.

VIA Campus² Digital Signage displays dynamic content and information on the main display when there is no meeting in progress. Use a predefined template or create your own display layout with up to three frames of content that appear simultaneously. Then, schedule the content to run automatically at specific dates and times.

Configuring digital signage includes the following steps:

- Creating and Uploading Digital Signage Media on page 63.
- Creating Custom Digital Signage Templates on page 67.
- Configuring a Digital Signage Campaign on page 69.
- Scheduling Digital Signage Campaign on page 70.
- Adding Fonts to Digital Signage on page 71.

Creating and Uploading Digital Signage Media

VIA Campus² enables you to create a library of media content to be displayed through the digital signage feature. The types of media that can be displayed are:

- Scroller A custom text message that scrolls across the screen.
- RSS Live RSS feed.
- Web URL A live web page or HTML file.
- Media Static image (jpg, jpeg, bmp, gif, png) or Video (avi, mpeg, wmv, mpg, mov, vob, mkv, mp4, m4v).

To create and upload digital signage media:

1. Click **Digital Signage > Manage Content** on the navigation pane.

The Manage Content page appears.

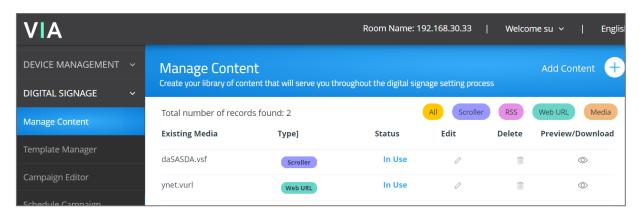


Figure 66: Digital Signage: Manage Content Page

- 2. Create and upload media, as required:
 - Creating Scrolling Text on page 64.
 - Adding RSS Feed on page 65.
 - Adding Web URL on page 65.
 - Uploading Media Files on page 66.

Creating Scrolling Text

To create scrolling text:

 On the Manage Content page, click Add Content.

The Add Content pane appears with the Scroller tab open.

- 2. Type the text to be displayed in the box.
- 3. Type a name for the scroller in the Scroll Name text box.
- 4. Set the scroll speed.
- Set the scroll speed to **Zero**, to create a static text display that does not scroll.
- 5. Set the font parameters.
- To add a font, click **Upload Font** or see <u>Adding Fonts to Digital Signage</u> on page <u>71</u>.

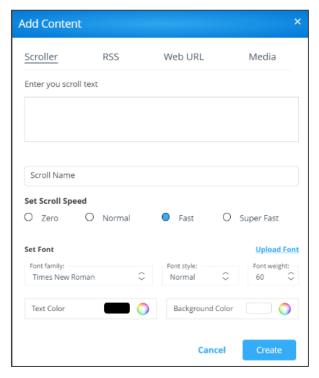


Figure 67: Scrolling Text Setting Tab



The following variables can be entered into the text field:

- #airplayname# Displays the airplay name.
- #roomname# Displays the room name/code for joining into the meeting.
- #appass# Displays the Access Point password.
- #apname# Displays the Access Point name.
- #ipaddress1# –Displays the IP address for the primary network.
- #ipaddress2# Displays the IP address for the second network, if in use.
- 6. Set the background color.
- 7. Click Create.

The Scroller is created and added to the Existing Media table (in the Manage Content page).

Adding RSS Feed

To add an RSS feed:

 On the Manage Content page, click Add Content.

The Add Content pane appears with the Scroller tab open.

2. Click RSS.

The RSS tab appears.

- 3. Enter the RSS feed's URL address.
- Click Get tags and select the required tag from the Select a tag drop-down list.
- In the RSS Name field, enter a name for the RSS feed that will appear in the Existing Media table.
- Under options, select the speed, display style, font settings and background color for the RSS feed.
- 7. Click Create.

The new RSS feed is added and appears in the Existing Media table.

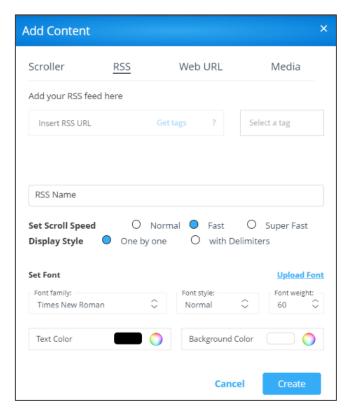


Figure 68: RSS Setting Tab

Adding Web URL

OR

Add the URL of an existing web page or use a third-party solution (for example, Google Slides) to publish a presentation to the web and add the URL of the presentation.

To add a web URL for digital signage:

- On the Manage Content page, click Add Content: The Add Content pane appears with the Scroller tab open.
- Click Web URL; The Web URL tab appears.
- Select the Auto Refresh checkbox to display a URL with dynamic content.

Clear the **Auto Refresh** checkbox to display a URL as a static page.

4. Type the URL address and File Name and click **Create:** The new URL is added and appears in the Existing Media table.

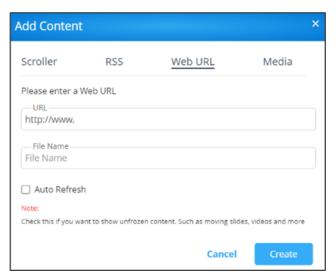


Figure 69: Web URL Setting Tab

Uploading Media Files

To upload media files:

- On the Manage Content page, click Add Content.
 The Add Content pane appears with the Scroller tab open.
- 2. Click Media.

The Media tab appears.



Figure 70: Media Settings

3. Click Browse File.

A file browser appears.

Select an image or video file and click **Upload**.
 The file is added and appears in the Existing Media table.

Creating Custom Digital Signage Templates

Templates dictate the layout of the digital signage content. Up to 3 frames of content can be displayed at once. **VIA Campus²** enables you to use predefined templates and to create custom templates.

To create a custom digital signage template:

1. Click **Digital Signage** > **Template Manager** on the navigation pane.

The Template Manager page appears with Pre-Defined Templates tab open.

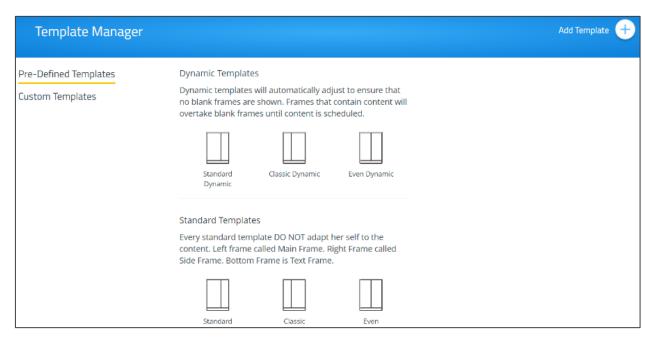


Figure 71: DSS Template Setting Page

(i)

The Pre-Defined Templates tab explains all the pre-defined templates that are available when you create a campaign

- 2. Click **Custom Templates**; The Custom Templates tab appears.
- 3. Click Add Template; The Add Template pane appears.

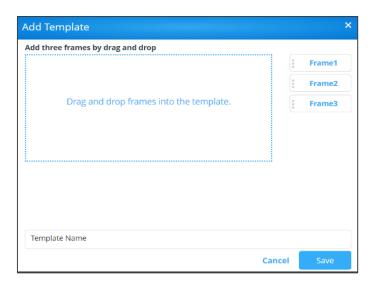


Figure 72: Add Template Pane

- 4. Type a name for the new template in the Template Name text box.
- Click and drag one of the frames into preview box.The frame parameters for the frame appear below the preview.
- 6. Click and drag the box to move and resize it.
- 7. Select the **Audio** checkbox to play audio from the selected frame.
- Only one frame can include audio.
 - 8. Repeat steps 5–9 to add up to two more frames.
- The layering order of the frames, from bottom to top is Frame 1, Frame 2, Frame 3.
 - 9. Click Save.

The new template is added and appears in the Saved Templates table on the Custom Templates tab.

- Click the Preview icon for a template to see a preview.
- Click the **Edit** icon to open the template builder screen and edit the selected template.

 Templates that are In Use (i.e. they have been used to configure a campaign (see <u>Configuring a Digital Signage Campaign</u> on page <u>69</u>) cannot be edited.
- Click the **Delete** icon to delete the selected template.

Configuring a Digital Signage Campaign

A Digital Signage Campaign defines what is displayed in each frame of a digital signage template layout.

To configure a digital signage campaign:

1. Click **Digital Signage** > **Campaign Editor** on the navigation pane.

The Create Campaign page appears.



Figure 73: Campaign Editor

2. Click **Add Campaign**; The Campaign Editor appears.

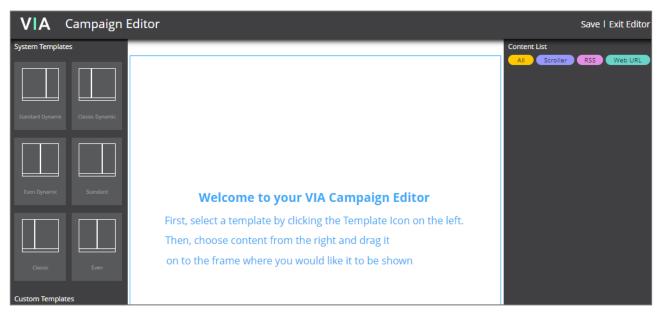


Figure 74: Campaign Editor Pane

- 3. Click a System or Custom Template; The template appears in the preview box.
- Click and drag one or more elements from the Content List into each frame.
 The active frame turns blue, and a list of the content items appears below the preview.
- 5. Set a Playlength for relevant items of content in the frame.
- Videos and other content that have a specific time length do not need to be set.
 - 6. Click **Save**; A message appears.
 - Enter a name for your Campaign and click Ok.
 The Campaign is configured, and it appears on the Create Campaign page.

Scheduling Digital Signage Campaign

VIA Campus² enables you to schedule when a digital signage campaign is displayed.

To schedule a digital signage campaign:

1. Click **Digital Signage** > **Schedule Campaign** on the navigation pane. The Schedule Campaign page appears.

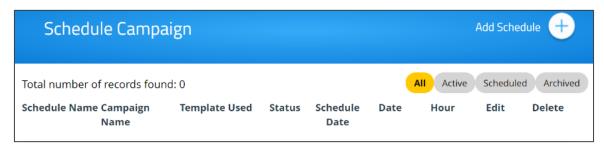


Figure 75: Schedule Campaign Page

2. Click Add Schedule; The Scheduling pane appears.

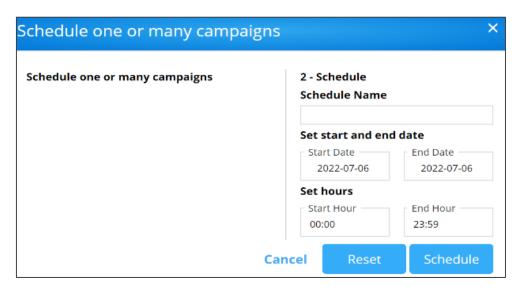


Figure 76: Schedule Pane

- 3. Select a Campaign to schedule.
- 4. Set a start date, end date, and hours.
- 5. Enter a name for the Campaign.
- 6. Click Schedule.

The Campaign is scheduled, and it appears on the Schedule Campaign page.

Adding Fonts to Digital Signage

VIA Campus² enables you to upload fonts for digital signage.

To add new fonts to Digital Signage:

Click Digital Signage > Font Management on the navigation pane.
 The Font Management page appears.

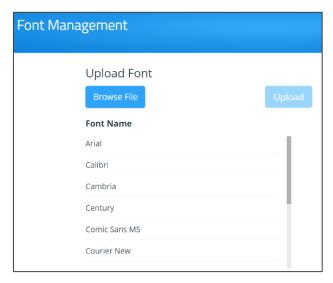


Figure 77: Font Management Page

2. Click Browse File.

A file browser appears.

3. Open the relevant font file and click **Upload**.

The new font is installed on VIA Campus² and can be used for Digital Signage.

Reports – Activity Logs

Viewing and Searching System Activity Logs

The VIA Campus² embedded web pages can activate a log of activities such as logins, presentations and feature use for problem diagnosis or tracking participants.



To activate system activity logs, see <a>System on page <a>43.

There are two types of system logs available for viewing and search:

- Gateway Activity Log Shows activity of the meeting participants.
- Webadmin Activity Log Shows activity of the Gateway and Gateway Settings embedded web pages.

To view and search the system activity logs:

 Click Reports > Webadmin Activity Log / Gateway Activity Log on the navigation pane; The Webadmin Activity Log / Gateway Activity Log page appears.

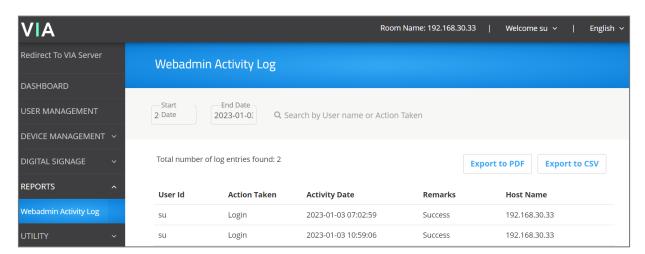


Figure 78: Web Activity Log Page

- 2. Select the date range of the log entries to be displayed.
- Enter a search term and press the Enter key.The filtered search results appear in the table at the bottom of the page.



Click **Export to PDF** or **Export to CSV** to save a file of the log table on your computer.

Utility

Maintain your VIA Campus² using the following utilities:

- Update Firmware on page 73.
- DSS License on page 74.
- Maintenance Resetting Default Settings on page 75.

Update Firmware



The upload process and then the unit reboot may take a few minutes.

To update your VIA Campus² firmware:

 Click Utility > Update Firmware on the navigation pane; The Update Firmware page appears.

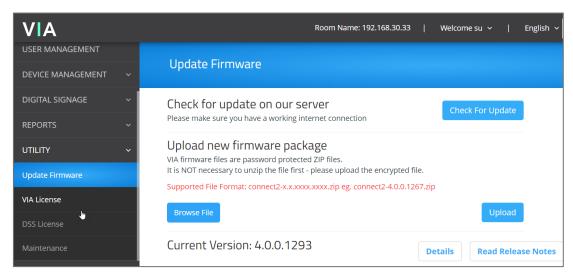


Figure 79: Update Firmware Page

- 2. If you don't already have an update file saved on your computer, click Check for **Update**, to locate and download a file.
- Click Browse File to select the firmware update file.
- 4. Click **Upload to upload** the new firmware to the unit and update the firmware.
- 5. The unit reboots after the new firmware is installed.

To verify the update, view the current firmware version on the upper right corner of the dashboard Participants tab.

DSS License

To upload your VIA Campus² Digital Signage license:

Select UTILITY > DSS License on the navigation pane.
 The Digital Signage License Management page appears.

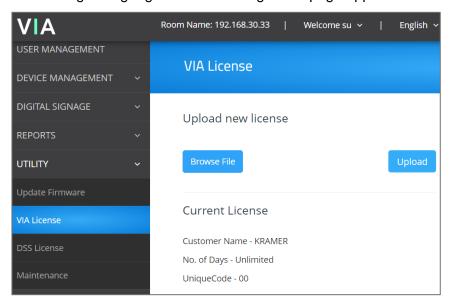


Figure 80: DSS Signage License Management Page

- 2. Click Browse File; A file browser opens for you to select the relevant license file.
- 3. Click **Upload**; The license is installed on **VIA Campus**² and license information appears at the bottom of the page.
- If a Digital License is already installed on your device, the name of the license appears on the bottom of the page.
 - 1. Select **UTILITY** > **DSS License** on the navigation pane; The VIA License page appears.
 - 2. Click Activate License.

The VIA Campus² digital signage license is activated, and license information appears at the bottom of the page.

Maintenance - Resetting Default Settings

To Reset VIA Campus² to factory defaults.



Resetting Calendar Settings removes the calendar settings from the unit and credentials will be required to renew synchronization to your calendar.

To reset default settings:

Click Utility > Maintenance on the navigation pane.
 The FACTORY RESET tab in the Maintenance page appears.

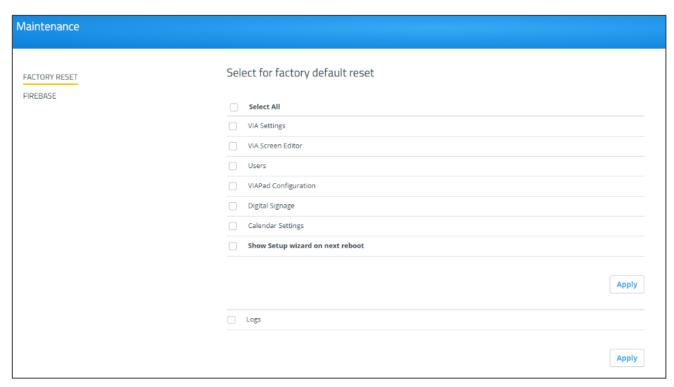


Figure 81: Factory Reset Page

- 2. Select the default configurations you would like to reset from the list or click **Select All** to select all settings.
- Click **Apply**.Default settings reset after reboot.

To reset Logs:

- Click **Utility** > **Maintenance** on the navigation pane.
 The Factory Reset tab on the Maintenance page appears.
- 2. Select the Logs checkbox.
- Click Apply. Logs resets after reboot.

For Web Administrator: Gateway Dashboard

Administrators control an individual VIA Campus² device from two menus:

- Gateway Management Pages These are a web UI, loaded from inside the device.
 The Management Pages are high-level controls which can only be accessed over LAN, and require an administrator's password (see For Web Administrator: Gateway
 Management Pages on page 16)
- Gateway Dashboard This web UI, also loaded from inside the device, is only visible
 on the Main Display. It controls the meeting interface and is described in this chapter.
 Depending on local permission settings, non-administrators can change many of the
 Dashboard settings.

A VSM (VIA Site Manager, optional) may also be used to centrally control all VIA devices.

Logging in to the Gateway Dashboard

The Gateway Dashboard is accessed with a mouse and keyboard connected directly to the VIA gateway unit (it is also possible to use an external device by logging into a meeting and activating Collaboration mode).

Access to the Gateway Dashboard is controlled by the Quick Client Access setting in the Via Settings > System tab (see System on page 43).

To log in to the Gateway Dashboard Settings:

- 1. Click the VIA icon VIA in the lower left of the main display. If there is no VIA icon press CTRL-Tab and select the Collaboration menu. The Gateway Dashboard menu opens.
- 2. Click **Settings**. The login window appears.
- 3. Type an administrator username and password (default user name = su, default password = supass).

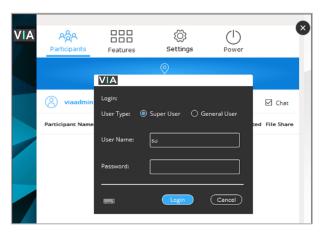


Figure 82: Gateway Dashboard Settings Login Page

Available Options:

- Participants View the list of participants, chat with a participant or control their screen.
- **Features** Enable/disable meeting features, interaction with participants, manage recordings and display screen.
- **Settings** Manage LAN and WiFi, device settings and install third party apps. Requires an administrator's password.
- Power Reboot, reset or turn off the VIA Campus².

Settings

LAN Settings

Use the Settings menu to change the IP address, DNS server and default gateway of your **VIA Campus**² unit.



- The default IP setting is DHCP that assigns an automatic IP address to your unit. This enables
 easy plug and play setup when connecting your VIA Campus² to the network. The following
 explains how to change a static IP address.
- When changing these settings, make sure they are correct. Incorrect values can cause a loss of communication.
- An Administrator Login is required for the Settings menu.

To change the LAN settings:

 Login to Gateway Dashboard settings (see <u>Logging in to the Gateway Dashboard</u> on page <u>76</u>) and select LAN settings.

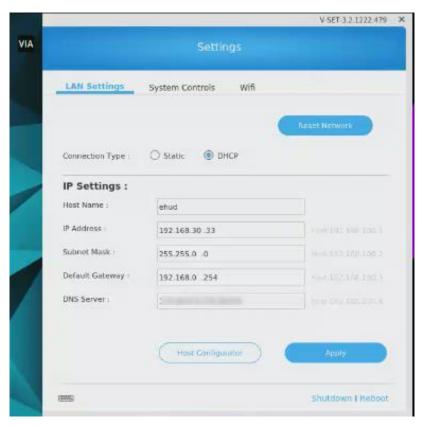


Figure 83: LAN Setting Tab on Gateway Dashboard

- 2. Under Connection Type select Static.
- 3. Enter as required, Host Name, IP Address, Subnet Mask, Default Gateway, DNS Server.
- 4. Click Apply.
- 5. Click **OK** in the Confirmation Message. The system reboots with the new settings.

Enabling a Second Network

VIA Campus² enables you to connect to the device using two separate networks. For details about how to properly configure this feature, refer to VIA Multiple Network Installation Guide, available at: www.kramerav.com/product/VIA Campus².

To enable a second network:

- On the Gateway Dashboard Settings Screen, select the Enable Dual Network checkbox.
- To view and/or change LAN settings for the second network, select **Show LAN2 Details** from the dropdown.
- If you do not require a second network, make sure to disable the dual network feature and deactivate or unplug the unneeded RJ-45 cable to avoid unwanted communication from this socket.

Scaling User Dashboard for High Resolution Screen

The **Kramer VIA** app taskbar menu enables you to enlarge your VIA dashboard when using a device with a 4K resolution screen.

To scale your dashboard when using a high-resolution screen:

- 1. In your computer taskbar, click the VIA taskbar icon. The taskbar menu appears.
- 2. Click **Settings** in the taskbar menu. The Settings screen appears.
- 3. Select the scaling option. The dashboard is scaled.
- This feature only appears in the taskbar menu when you are using a device with 4K resolution to connect to the meeting.

System Controls

Change system controls such as audio settings and monitor display settings and system health. You can also view log files and activate your **VIA Campus**² unit.



- The log folder is only available if system logging is activated.
- The VIA Campus² unit is pre-activated by Kramer. If your license has been revoked, you can activate it here.

To access system controls:

 On the Gateway Dashboard Settings (see <u>Logging in to the Gateway Dashboard</u> on page <u>76</u>), click **System Controls**.

The System Controls tab appears.

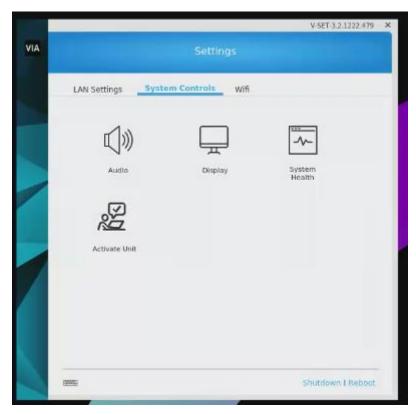


Figure 84: System Control Tab

Available Options:

- Audio Select audio input and output options.
- **Display** View the details of the connected display.
- System Health Check connection statuses (click the Check Status button).
- Activate Unit View or enter the VIA Campus² license details.

Configuring Dual Displays

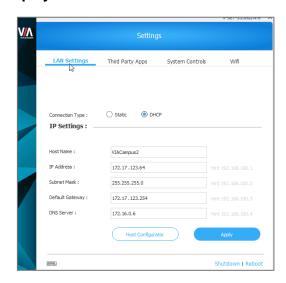
VIA Campus² enables you to connect two displays simultaneously. The two displays operate in the manner of standard Windows extended displays: As a single extended display or as two identical clones.



Gateway Management settings also control the extended display. For more information see see Configuring dual displays on page 13.

To configure the behavior of dual displays:

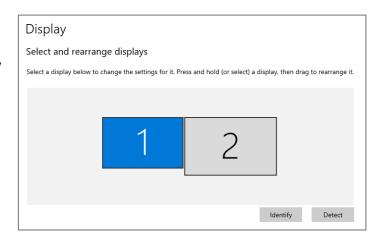
- 1. Open the Gateway Dashboard on the Main Display:
 - a. Connect a keyboard and mouse to the USB input of the VIA Campus².
 - b. Click the VIA icon VIA in the lower left of the main display. If there is no VIA icon press CTRL-Tab and select the Collaboration menu. The Gateway Dashboard opens.



- 2. Click System Controls. The login window appears.
 - a. Enter the administrator username and password (default user name = su, default password = supass).
- 3. On the System Controls tab, click **Display**. The Display menu opens:
 - a. Page down to Multiple
 displays and set how you
 want the displays handled:
 Extend, duplicate or use just
 one of the displays. Use
 "Extend" if you want to display
 different content on each
 screen.



- b. If you set it to Extend the displays: The primary display is 1 and the secondary display 2.
- 4. Close the Gateway Dashboard.



Adding Third Party Apps

The Gateway Dashboard menu can be used to install third party apps on the VIA Campus².

- Shortcuts to installed apps can be displayed on the VIA main display screen.
- Third party apps can be run on the Gateway No sharing is required (a keyboard or mouse must be attached to the USB ports on the Gateway).
- They can also be run from a remote device connected to the Gateway.
- Administrators can disable the Gateway Dashboard's Third Party Apps menu in the Gateway Management Pages, see <u>VIA Campus Features Configure Client Menus</u> on page <u>58</u>).

To add a third-party app to VIA Campus²:

- Log into the Gateway Dashboard Settings (see <u>Logging in to the Gateway Dashboard</u> on page <u>76</u>).
- 2. Click **Third Party Apps**, the Third Party Apps window opens.

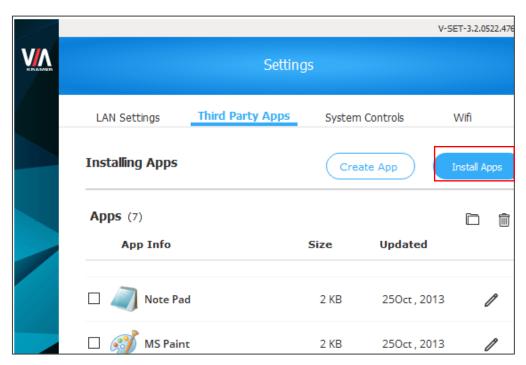


Figure 85: Third Party App Page

- Click Install Apps; A message appears.
- 4. Click **Yes**; You are logged out of the viauser account.
- 5. Log in to the viaadmin account (default password = viaadmin); The Windows desktop appears.
- 6. Open a browser and download the desired app from the internet.
- Remember the location where the app is stored on your Gateway.
 - 7. Log out of the viaadmin account and log in to the viauser account (no password required); The VIA main display appears.

- 8. Log back into the Gateway Dashboard Settings (see <u>Logging in to the Gateway Dashboard</u> on page <u>76</u>).
- 9. Click **Third Party Apps**; The Third Party Apps window opens.
- 10. Click the file icon; A file browser opens.
- 11. Open the new app file; The New App message appears.
- 12. Select **Yes** if you want to show a shortcut on the main display, and click **OK**.

After the session is reset, a shortcut to the new app is added in the dashboard's Third Party Apps page and (if this option was chosen) in the main display's shortcut tray.

To change the position of the main display shortcut tray, click the settings icon on the tray and select the desired position.

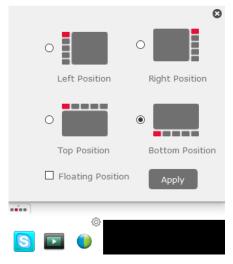


Figure 86: Main Display Shortcut Tray

Monitoring Bandwidth Usage

VIA Campus² enables you to monitor how much bandwidth you are using while communicating.

To monitor bandwidth usage:

1. In your computer taskbar, click the VIA icon.

The taskbar menu appears.

2. Click **Settings** in the taskbar menu.

The client preferences screen appears.

3. Under Network Monitor Tool, click the **Activate system log and network graph** switch. Additional controls for the Network Monitoring Tool appear.

4. Click Open Network Graph.

The VIA Network Graph window appears. By default, the graph shows live bandwidth usage.

5. Select a date from the Session drop-down to see the graph from another session.

The graph of the session is played back as a video.

Features - Changing Saved Files Location

VIA Campus² enables you to change the location of the VIA Cloud directory. VIA Cloud is where all meeting files are saved so that they can be accessed by and shared among participants in a VIA meeting. The default location for VIA Cloud is the **VIA Campus**² internal storage.

To change the saved files' location:

1. On the Gateway Dashboard, Click **Settings**; The login window appears.

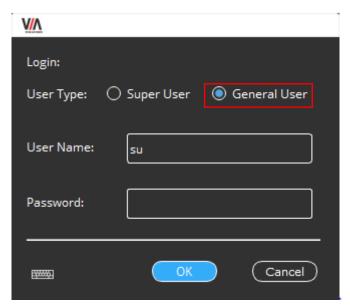


Figure 87: Settings Login Window

2. Select General User and click OK.



Leave the Password field blank.

For User: Connecting via VIA Campus²

VIA Campus² enables multiple participants to connect for flexible local and remote on-screen meeting, presenting and collaborating.

You can connect to it from a distance over LAN, locally over WiFi or using an HDMI cable.

Depending on how your system is setup, you can display screens from phones, laptops, Mac Books or other devices, whether connected locally or remotely.

To connect local or remote sources:

- Use an installed or temporary VIA app (the recommended method). See <u>Installing or Running the VIA app</u> on page <u>87</u>.
- Use a VIA Pad (a preconfigured device) connected to your laptop. See <u>Presenting from a VIA Pad</u> on page <u>90</u>.

To connect local sources only:

- Connect your device to VIA Campus² using an HDMI cable, see <u>Presenting from an HDMI Source</u> on page 91.
- Present by Casting (screen mirroring) to VIA Campus², see <u>Presenting by Casting</u> (<u>Screen Mirroring</u>) on page <u>91</u>.

On Windows devices, presenters can use the Main (communal) display as an additional (extension) screen, see <u>Presenting with Extended Desktop</u> on page <u>93</u>.

Installing or Running the VIA app

On a Windows PC

- 1. Make sure you are connected to the same network as the VIA Campus² device.
- 2. If you have no VIA app installed, enter the IP address of the VIA Campus² in a browser window: The VIA device loads the Welcome page onto your display:

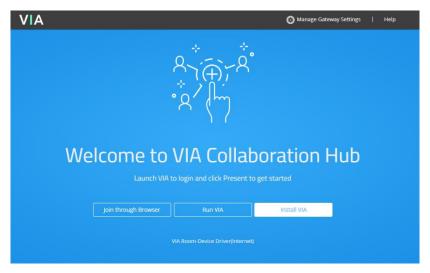


Figure 88: The VIA Collaboration page.

- 3. Select one of the following:
 - Run VIA Downloads a temporary Kramer VIA app which you can run without installing to join the meeting.
 - Install the VIA app Install the VIA APP and use it to join meetings and moderate.
 - Join through Browser Run the VIA Campus² menu in your browser.
- 4. Continue with Joining a Room with the VIA app on page 88.

On Android or iOS

1. Download and install the free **Kramer VIA** app from Apple App Store or Google Play or scan the QR code (if shown).



Figure 89: Android Toolbar

2. Continue with Joining a Room with the VIA app on page 88.

Joining a Room with the VIA app

- 1. Make sure you are connected to the same network as the VIA Campus² device.
- 2. Open your installed VIA app.
 - If you are using a VIA Pad, see <u>Presenting from a VIA Pad</u> on page <u>90</u>.
- 3. In the Kramer VIA application, the Room Selection window appears.
- 4. To change the name used to identify you, click the pencil icon 🗾 .

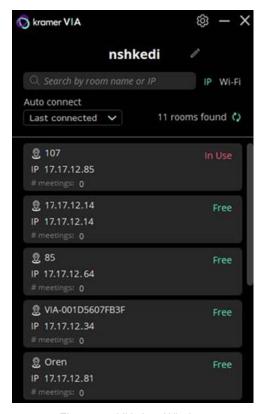


Figure 90: VIA App Window

- 5. Select a room or enter the IP address of the VIA meeting space you are joining.
- 6. A pop-up window will request that you enter the **Room Code**.
- 7. The VIA User Dashboard appears on your device screen: Continue with <u>Presenting from the VIA User Dashboard</u> on page <u>89</u>.

Presenting from the VIA User Dashboard

- Invite additional users to the meeting
- Leave the room

1. Select what you want to share:

- Screen Share your screen. Click the down arrow "Extend" (Windows only) to add the main display as an extension screen of your laptop, may install a screen driver.
- **App** Share a window or app that you are using.
- Media Share (stream) a media file.
 If Media is selected, a list of media is shown to the right of the Share button.
- HDMI Enable/disable sharing over an HDMI connection.

2. Click SHARE:

- The SHARE button becomes the STOP button.
- Your screen, app or media will be displayed on the main display.



Click the green arrow to the right of STOP:

- View the participants.
- · Chat and send files to participants.

4. Control what you share:

4 buttons below STOP, green = active.

- Pause sharing —Your screen freezes on the main display (the VIA app is minimized).
- Present privately—No one else can present (was "Do Not Disturb").
- Remove other presenters.
- Allow remote control Enable other users to control your device in Collaboration mode.
- Volume control for shared media.





Figure 91: share

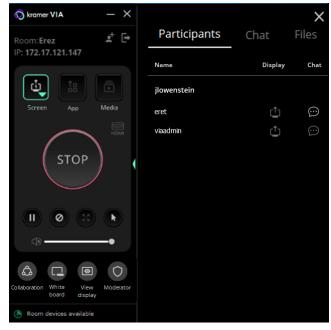


Figure 92: Interacting with Participants

5. Collaborate on the main display:

3 or 4 buttons at the bottom of the User Dashboard

- Collaboration Adds a mouse icon with your name on the main display, blue if collaborating.
- White board Opens drawing/ annotation controls on the main display, lights blue if active.
- **View display** View a copy of the Main Display on your personal device (not if presenting).
- Moderator Visible if Moderating is permitted, orange when moderating.

See Moderating - Controlling the Meeting on page 100.

Presenting from a VIA Pad



Your VIA Pad needs to have been paired with the VIA Campus² unit before it is used (see Configuring VIA Pad Settings on page 25).



The following instructions are for Windows and Mac OS users.

To join a meeting using a VIA Pad:







- 1. Connect your VIA Pad to a USB connector on your laptop.
- Open the VIA Pad folder and double-click the VIA Pad app. The Kramer VIA login window appears.
- 3. If necessary, type in your room code.
- 4. Click Join.

Your VIA Pad lights blue when ready.

The VIA User Dashboard and taskbar appear on your device screen.

- 5. Use VIA Pad to present:
 - Press once Starts presenting or stops presenting your screen on the main display.
 When you are presenting, the VIA Pad LED banner lights green. When you stop presenting, the LED banner lights blue.
 - Press twice while presenting Freezes or unfreezes your screen. When your screen
 is frozen, the VIA Pad LED banner flashes green.
 - Long press Displays your screen in full screen mode on the main display, displacing any other participant screen.

Other Presentation Methods

- Presenting from an HDMI Source on page 91.
- Presenting by Casting (Screen Mirroring) on page 91.
- Presenting with Extended Desktop on page 93.
- Sharing Media from the User Dashboard on page 94.
- <u>Using the Media button</u> on page <u>94</u>.
- RTSP Streaming Through VLC on page 95.
- RTP Streaming Through VLC on page 99.

Presenting from an HDMI Source

VIA Campus² enables you to show content on the main display from an external device connected to the HDMI IN connector. When a device is connected to the HDMI input, it overrides other VIA Campus² sources.

To show content from an HDMI source:

- Connect the external device to the VIA Campus² HDMI IN Connector (6) in <u>Defining VIA Campus²</u> on page 9: The external content appears on the main display.
 - On the VIA User Dashboard, click the HDMI Input icon to toggle between the HDMI input and the VIA meeting input on the main display.

Presenting by Casting (Screen Mirroring)

You can use **VIA Campus**² as a screen mirroring device, without the need to login to a meeting or download any software.

The procedure by which you connect in this way depends on the device you are using:

- Apple laptops and iPhones use X Airplay Service Presenting with iOS/OS X Airplay Service on page 91.
- Windows laptops and Android phones use Miracast Mirroring Using Miracast on page 92.

Presenting with iOS/OS X Airplay Service

All participants in a meeting using an Apple device can mirror their screen on the main display using the Apple AirPlay service. No application is required to activate this mode. However, an administrator must enable the iOS mirroring feature in the **VIA Campus**² Gateway Management pages (see <u>Presentation</u> on page <u>44</u>).

Minimum requirements for mirroring using Airplay services are:

- iPhone or iPad/Mini iPad Minimum version iOS 10 (iOS 12 or higher is recommended).
- Mac Books and Apple Computers Minimum version OS X 10.11 (Mojave or higher is recommended).



AirPlay discovery relies on Bonjour (mDNS). For more information see VIA IT Deployment Guide, available for download at: www.kramerav.com/product/VIA Campus².

To mirror your screen using AirPlay Services:

- 1. Connect your Apple device to the network that VIA Campus² is connected to.
- 2. For iPhone or iPad/Mini iPad: Swipe from the upper right corner to reveal the Control Center and click **Screen Mirroring**.

For Mac Books and Apple Computers: Click the AirPlay icon on the Apple Menu Bar, located in the top right corner of the screen, near the clock.

The Screen Mirroring list appears.

- Select VIA Campus² AirPlay device name (default = VIA_AirMirror_XXXX, where XXXX is a random combination of letters and numbers).
 If the room code is enabled, a message appears asking you to enter the code.
- 4. Type the code that appears on the VIA Campus² main display (if activated); Mirroring starts, and your screen appears on the main display.

To disconnect iPhone or iPad/Mini iPad and stop mirroring:

- 1. Swipe from the upper right corner to reveal the Control Center.
- 2. Click **Stop Mirroring**: Mirroring stops.

Mirroring Using Miracast

VIA Campus² enables you to use the native Miracast feature on your Windows 10 laptop or Android device to mirror your screen on the main display.

- This feature must be enabled by the Web Administrator (see Presentation on page 44).
- To mirror using VIA Campus² you need a Windows laptop or an Android device that supports Miracast.

If the drivers of your Windows laptop are up to date and the "Connect to a wireless display" option is not available, your device does not support Miracast.

Android operating system versions 4.2 and higher include built-in Miracast technology. However, some Android 4.2 and 4.3 devices do not support Miracast.

Mirroring Windows Laptops Using Miracast

To mirror a Windows laptop using Miracast:

- On your Windows laptop, press Windows + K.
 The Room Name of your VIA collaboration device appears in the Connect list.
- 2. Click the Room Name of your VIA device. A PIN code field appears (if Code was activated on your VIA device).
- Select the **Allow input from a keyboard...** checkbox to enable another participant to control your laptop from the main display.

3. Enter the Code that appears on the main display and click **Connect**.

The name of your device appears on the main display and then your screen is mirrored on the main display.

Mirroring Android Devices Using Miracast

To mirror an Android device using Miracast:

- In your Android device settings, open WiFi Direct, Miracast, or ScreenCast.
 Device options appear on your screen.
- Click the Room Name of your VIA collaboration device.A PIN code field appears (if Code was activated on your VIA device).
- Enter the Code that appears on the main display and click Accept/Connect.
 The name of your device appears on the main display and then your screen is mirrored on the main display.

Presenting with Extended Desktop

VIA Campus² can be setup to add the main display as an extension of the user's device desktop. The user's primary screen is not shared, allowing the user to keep their laptop display private while sharing.

- This feature is available on Windows client laptops only, after installation of the required drivers. When using this feature for the first time, the system asks you to install the drivers. Please accept and follow the on-screen instructions. Once the drivers are installed, reboot your PC to enable the feature.
- Mac users can use AirPlay to simulate the same behavior.

To mirror with the Extended Desktop feature:

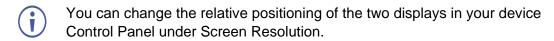
On the Kramer VIA User Dashboard, click the Screen-1 icon and select Extended.



Figure 93: Media Player Window

An extension of your device desktop appears on the VIA main display.

Drag content to the left and beyond your primary screen to show it on the main display.



Sharing Media from the User Dashboard

Use the Media sharing option on the VIA app to stream video to the main display without sharing your screen. You can also simply share your screen while playing a video.

VIA Campus² also supports direct sharing from VLC player: See <u>RTSP Streaming Through VLC</u> on page <u>95</u> and <u>RTP Streaming Through VLC</u> on page <u>99</u>.

Using the Media button

Video can be streamed to the main display at a full HD 1080p/60fps rate.

- VIA Campus² features a 10Mbps maximum video bitrate for 30fps or 60fps videos and handles video files of up to 8GB.
- The default encoding format is H.264. If your device operating system does not support H.264 encoding, enable JPEG encoding (see <u>Settings</u> on page <u>78</u>).

To stream Media:

1. On the User Dashboard, click Media.



- 2. The media selection window opens on the right, with 2 tabs:
 - My Media tab Lists videos on your hard drive that you added.
 - Streaming tab Lists URLs of (online) videos that you added.
- 3. Click Add+ (bottom right corner) to add more videos.
- 4. Listed items are available for streaming in future meetings, including in other rooms, not just in the present meeting Once saved, the stream is listed until you delete it.

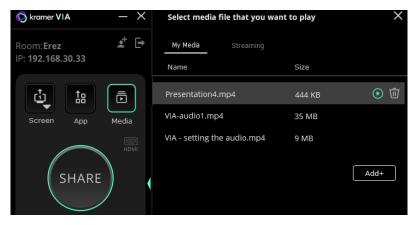


Figure 94: Media Player Window

5. To play an item, select it and click Share / double click it / click the play button.



Video files shared from your device to the main display by a native media player such as QuickTime and/or Windows Media Player may experience lower frame rates, inconsistent playback, and increased latency, depending on your laptop system's performance.

RTSP Streaming Through VLC

The Real Time Streaming Protocol (RTSP) is a network control protocol designed for use in entertainment and communications systems to control streaming media servers. The protocol establishes and controls media sessions between end points. Clients of media servers issue commands like play and pause, to facilitate real-time control of playback of media files from the server.

VIA Campus² supports RTSP. Media played locally on a computer can be streamed, provided the computer and **VIA Campus**² are on connected networks.

To Configure RTSP Streaming using VLC Media Player:

1. Open VLC Media Player on your device.

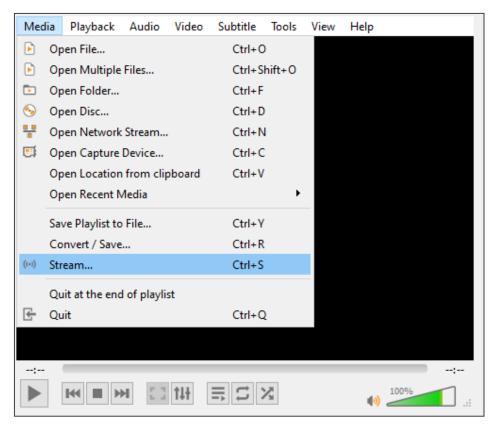


Figure 95: VLC Media Tab

2. Click **Media > Stream**.

The Open Media window appears.

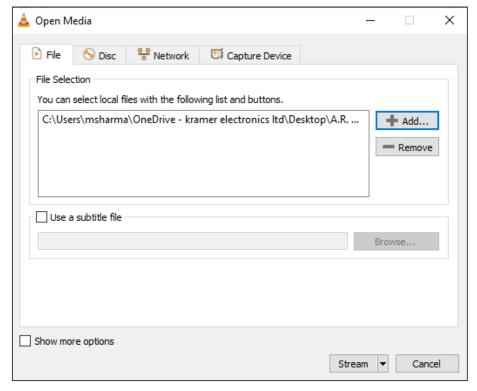


Figure 96: Media Window

3. Click Add and select a file to stream and click Stream.

The Stream Output/Source window appears.

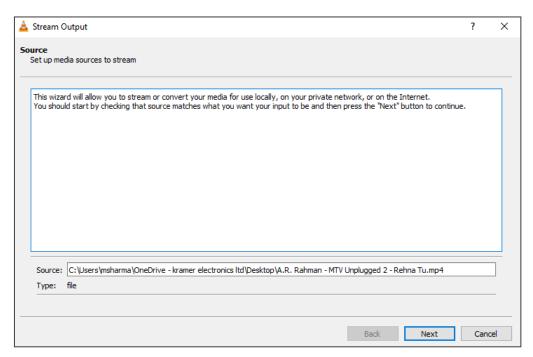


Figure 97: Stream Output Window

4. Click Next.

The Stream Output/Destination Setup window appears.

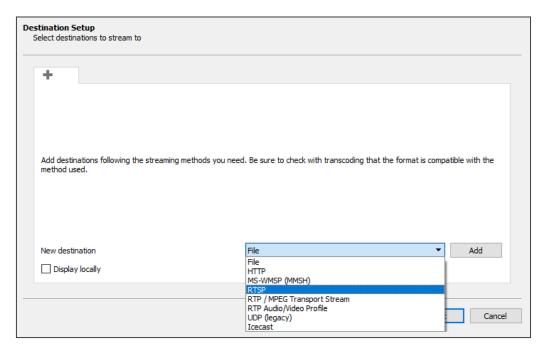


Figure 98: Destination Setup Window

- Select RTSP from the New Destination drop down and click Add.The RTSP tab appears.
- 6. Type a short name to be used as a Path and click **Next**. The Stream Output/Transcoding Options window appears.

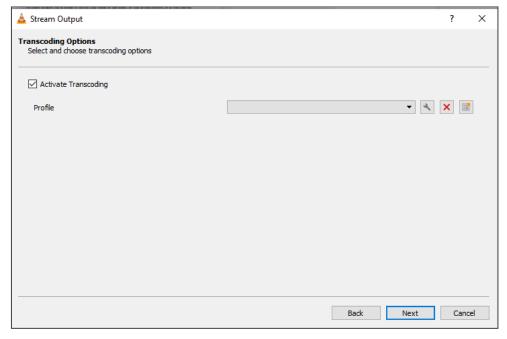


Figure 99: Transcoding Options Window

7. Clear the Activate Transcoding checkbox and click Next.

The Stream Output/Option Setup window appears.

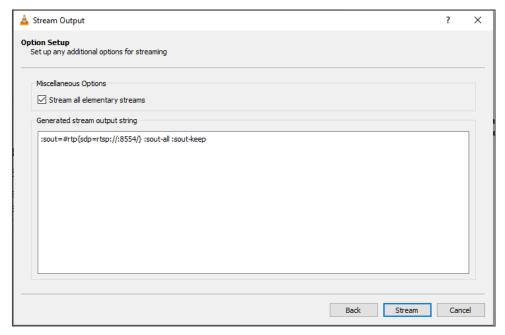


Figure 100: Options Setup Window

- 8. Select Stream all elementary streams and click Stream.
- 9. On the VIA User Dashboard, Select Multimedia.
- 10. The Multimedia player window appears with the My Media tab open.
- 11. Click Streaming.
- 12. The Streaming tab appears.
- 13. Click +.

The URL Name window appears.

- 14. In the URL Name field, enter a name for the video stream.
- 15. In the URL path field, enter a URL name in the following format: rtsp://<local computer IP address>:8554/<name mentioned in step 6>.
- 16. Click **OK**.
- 17. The name and URL of the streaming media appears in the Media list.
- 18. Select the RTSP stream in the Streaming table and click the play button.
 RTSP Streaming using VLC Media Player is configured and the media appears on the main display.

RTP Streaming Through VLC

The Real-time Transport Protocol (RTP) is a network protocol for delivering audio and video over IP networks. RTP is used extensively in communication and entertainment systems that involve streaming media, such as telephony, video teleconference applications, television services and Web-based push-to-talk features.

VIA Campus² supports RTP. Media can stream on a VIA Campus² unit, provided the computer and VIA Campus² are on connected networks.

To stream RTP using VLC:

- 1. Open VLC.
- 2. Click Media > Stream.
- 3. Click Add and select a file to stream and click Stream.
- 4. Click **Next** on the next screen.
- Choose RTP/MPEG Transport Stream from the New Destination drop down and click Add.
- 6. Enter VIA Campus² unit's IP address and click Next.

The Stream Output/Transcoding Options window appears.

7. Clear the Activate Transcoding checkbox and click **Next**.

The Stream Output/Option Setup window appears.

- 8. Select Stream all elementary streams and click Stream
- 9. On the VIA User Dashboard, select **Media**.
- 10. Click Add+ and add the URL of the video stream.
- 11. Select your RTP stream and click the play button.

RTP Streaming using VLC is configured and the streaming video appears on the main display.

Moderating - Controlling the Meeting

VIA Campus² enables any authorized meeting participant to become a moderator. A meeting moderator has control over certain VIA functions that affect other participants, such as:

(i)

Moderator Mode must be enabled/disabled by an Administrator in the Gateway Management Pages Device Management > VIA Settings > Moderator Mode. See <u>Moderator Mode</u> on page <u>50</u>.

The moderator must access VIA Campus² with a VIA app.

The following Moderator options can be enabled/disabled by the administrator:

- Only certain users can moderate or a password is required to moderate.
- Moderators can enable or disable the chat feature.
- Moderators must confirm the start of a presentation.
- Sessions cannot start until the Moderator is present.

If you can become the moderator, the Moderator icon is shown on your User Dashboard:

- 1. Click the **Moderator** icon on your User Dashboard to become the moderator.
 - If sessions cannot start without a moderator, the session will start when you click the Moderator icon and end when you click it a second time.
- 2. The moderator icon turns orange.

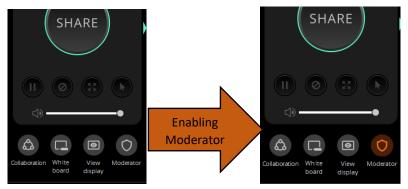


Figure 101: Enabling Moderator mode

- 3. To stop being moderator, re-click the **Moderator** icon.
- 4. If the moderator can disable Chat, a checkbox is visible at the top right of the Chat tab.



Figure 102: Disabling chat in Moderator mode

5. The moderator of a meeting can push a participant's screen onto the main display by clicking the Display icon in the Participants tab of the User Dashboard.

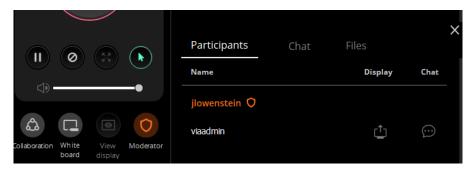


Figure 103: Participants tab in Moderator mode.

6. If screen presenting requires moderator permission, then a message will appear on the Moderator's display. A preview of the screen is shown (click the thumbnail to enlarge it).

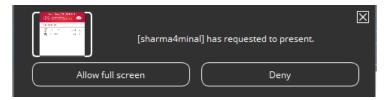


Figure 104: Presentation Request Window

7. The moderator can also end a presentation by clicking on the Display icon in the Participants tab.

Collaborating on the Main Display

VIA Campus² provides state-of-the-art collaboration functionality, enabling meeting participants to interact with content displayed on the main display, annotate shared content, take control of another participants computer and more.

Up to 254 meeting participants can collaborate.

To collaborate on the main display:

- On the User Dashboard, click Collaboration (someone else can be sharing their screen).
- 2. The Collaboration icon turns blue.
- A Stop Collaboration icon appears in the upper right corner of your device screen. Click it to end collaboration.





Figure 105: Collaboration button

4. Move your cursor up past the top of your device screen and it will appear at the bottom of the main display with your nickname next to it.

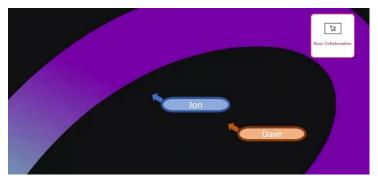


Figure 106: Collaboration Cursors on the Main Display

- 5. Users in Collaboration mode can control the device shared on the Main Display.
- 6. Use your cursor as a pointer or operate any of the features from the Main Display and use your keyboard to type text on the Main Display, when necessary.
 - To use your cursor to control your own device, move your cursor past the bottom of the main display until it reappears at the top of your device screen.

Using the Whiteboard

The Whiteboard enables VIA Campus² **participants** to draw on the main display or on a white board. Drawings are temporary but can be saved when collaboration ends. You can make notes which are not visible to anyone else or draw with other participants.

To start the Whiteboard:

1. On the User Dashboard, click **Whiteboard** (someone else can be sharing their screen).

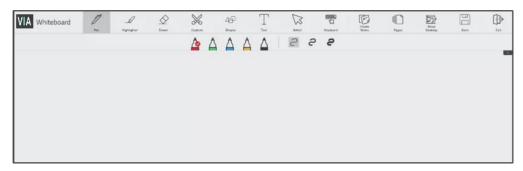


Figure 107: Whiteboard page

2. The whiteboard session starts on the main display and the initiator is put into Collaboration mode.

Whiteboard Tools

lcon	Action	
Pen	Draw on the whiteboard.	
Highlighter	Highlight text or objects on the whiteboard in yellow.	
Eraser	Erase annotations. Click icon corner to select eraser thickness and to erase the entire whiteboard.	
Capture	Select an area and paste in onto the current whiteboard page or a new page.	
Shapes	Draw a line, rectangle, or circle. Click the lower right corner to select the shape, color and line thickness.	
Text	Add a text box. Click the lower right corner to select the font.	
Select	Select, drag, resize an annotation, image or text box.	
Keyboard	Open a virtual keyboard to insert text into a text box.	
Create Notes	Type notes that are attached to the current whiteboard page.	
Pages	All content and annotations during a whiteboard session can be saved to VIA Campus ² a one or more pages. Click this icon to view and add pages.	
Show desktop	Displays the main display with all running applications. The user can also annotate any content on the main display and add it to a whiteboard page (see Show Desktop on the next page).	
Save	Save your activity in either. jpg or. pdf format	
Exit	Exit the whiteboard.	



The whiteboard toolbar can be moved to the bottom (and back to top) of the display by clicking the small arrows on the right side of the toolbar.

Show Desktop

Show Desktop allows you to hide the whiteboard and to navigate freely on the VIA desktop. A toolbar is available for making annotations on the VIA desktop and capturing an object. For example, capture an area of the screen and add it as an object in the current Whiteboard page.

Icon	Name	Action
	Pencil	Draw on the whiteboard. Click the lower right corner to change the color and the line thickness.
	Highlighter	Highlight text or objects on the main display in yellow.
\triangle	Eraser	Erases what you have drawn on the whiteboard. Click the lower right corner to change the eraser thickness.
49	Shapes	Draw a line, rectangle, or circle. Click the lower right corner to select the shape, color and line thickness.
\boxtimes	Selection	Select and move an object.
	Window Capture	Capture a screenshot of the active window.
*	Area Capture	Click and drag the mouse to capture a rectangular screenshot.
	Save	Save your activity in either. jpg or. pdf format
	Whiteboard	Switch to full screen whiteboard mode.
→	Exit	Exit the whiteboard.

Chatting and File Sharing

VIA Campus² enables you to communicate with participants through chat and file sharing.



Meeting moderators can enable/disable chat (depending on system setup).

To chat or send a file to another meeting participant:

- 1. Click the green arrow to the right of the SHARE/STOP button.
- 2. The Participants extension opens.
- 3. Chatting or sending files from the **Participants** tab:
 - Select a participant and click the speech bubble in their Chat column, this opens the Chat tab with that user's name.

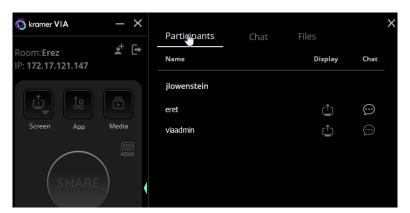


Figure 108: The Participants tab

- 4. Chatting from the **Chat** tab:
 - Click the **Chat** tab (if you are not in it).
 - Select the participant you want, (or select "everyone") and enter the text.
 - Click the arrow to send text or the file to select and send a file.

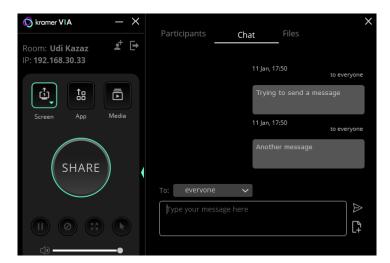


Figure 109: The Chat Tab

For User: Advanced Meeting Functions

This section explains meeting functions that are performed by either the VIA administrator or a participant with moderator status.

Using Gateway Dashboard

The gateway dashboard is usually used by the VIA administrator who connects a mouse and keyboard directly to the VIA gateway unit (see <u>For Installer: Connecting VIA Campus²</u> on page <u>11</u>).

To use the gateway dashboard:

Click the VIA logo in the lower left corner of the main display.

The gateway dashboard appears.

Icon Name	Function	
Participants	Display a list of all participants in the session.	
Features	Display all available features.	
Settings	Configure settings.	
Power	Reset the session, reboot the device, or shutdown the device	
Volume Slider Control	Adjust volume out from the LINE OUT audio jack.	

Features Options

Showing Main Display on Participant Devices

VIA Campus² enables the administrator to show the main display on all meeting participant devices, so they can obtain a closer look at the presentation and add personal annotations to the content being presented.



The administrator can only share the main display with participants that are not presenting and/or streaming video.

To start showing the main display on participant devices:

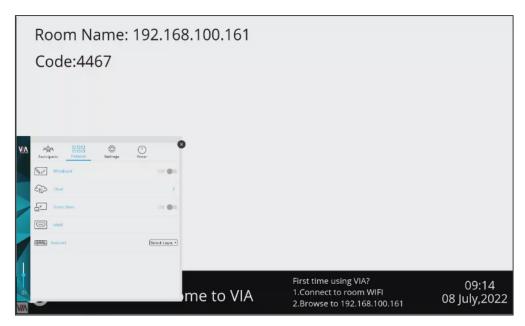


Figure 110: Gateway Dashboard on Main Display

• On the Gateway Dashboard, click the **Features >Screen Share**.

A check mark appears on the Screen Share icon and a new window with a live representation of the main display and a toolbar appears on the affected screens. For toolbar information, see <u>Whiteboard Tools</u> on page <u>103</u>.

Recording a Meeting

VIA Campus² enables you to record all activity that appears on the main display during a meeting.



If Moderator Mode is enabled, you must be the Moderator to use this feature.



To activate this feature, see <u>Recording a Meeting</u> on page <u>108</u>.

To manage recordings, see <u>Recording – Managing Saved Recordings</u> on page <u>62</u>.

To record a meeting:

1. Click **Features > Record**.

The Record screen appears.

2. Click REC.

The meeting recording starts.

- 3. Click the REC button again to pause and resume the recording.
- 4. When you are ready to end the recording, click **Stop**.

The Save your Record screen appears.

- 5. Type a **Session Name** and **Description** for the recording.
- 6. Select the checkbox at the bottom of the screen to download a copy of this recording to your device.
- 7. Click Save.

The recording is saved on the system or on the USB drive connected to VIA Campus², depending on the settings selected by the administrator.

Presenting with Third Party Apps

VIA Campus² enables you to open third party apps on the main display and use them for presentation and collaboration.



To add apps to the Third Party app list, see Adding Third Party Apps on page 82.

To present with a third party app:

On the VIA dashboard, click Features > Third Party Apps.

The **Third Party Apps** page appears.

2. Click the required app.

The app appears on the main display and you are put into collaboration mode. The third party app menu can be disabled by the administrator (see <u>VIA Campus Features – Configure Client Menus</u> on page <u>58</u>).

Streaming a Meeting Session

VIA Campus² enables you to stream all activity on the main display during a meeting to other VIA gateway units or computers.

VIA Campus² enables two types of streaming options:

- <u>Unicast Streaming</u> on page <u>109</u>.
- RTSP Streaming Through VLC on page 95.

Unicast Streaming

VIA Campus² can stream all main display activity to the following types of receivers:

- Another VIA Unit.
- Computer (Windows, Linux, Mac) which can run VLC player.

Creating a Unicast Streaming URL

To create a unicast streaming URL:

- 1. Find the IP address of the receiver using one of the following methods:
 - Windows computers Type ipconfig in the Command Prompt.
 - Mac computers Type ipconfig in the Terminal.
 - Another VIA unit Use the room name that appears on the Home screen.
- 2. Use any allowed port number from 1 65536.
- 3. Use the following format for a UDP URL:

```
udp://<IP address>:<port number>/.
```

Example: For a receiver with an IP address of 192.168.100.123 and an allowed port of 2234, the UDP URL is:

udp://192.168.100.123:2234/

OR use the following format for an RTP URL:

<rtp>:<ip>:<port>

Feeding Receiver Information to VIA Campus²

The receiver information must be fed to VIA Campus² before streaming can begin.

To feed receiver information to VIA Campus²:

- 1. In the Streaming tab in the VIA settings template (see <u>VIA Settings</u> on page <u>41</u>), paste the receiver URL in the Streaming URL text box. The URL must be in the format explained in <u>Creating a Unicast Streaming URL</u> on page <u>109</u>.
- Click the **Streaming** switch ON.Streaming is activated, and the Streaming URL field is disabled.
- To change the receiver URL while streaming, click the **Streaming** switch OFF, paste the new URL in the box and click the **Streaming** switch ON again.

Video Conferencing

Audio – Enabling Audio for VIA Versa Video Conferencing

VIA Campus² enables you to include distance participants in your meeting using a third-party video conferencing app that is run from your personal device. The VIA Versa feature enables you to switch from using your device camera to an external video conferencing device connected to VIA Campus². Following are instructions to enable the audio on the external video conferencing device.

To enable audio for VIA Versa web-conferencing:

- 1. Connect a video conferencing device to one of the USB connectors of your VIA Campus² and verify that it is powered on.
- 2. Log in to the VIA Campus² gateway dashboard settings (see <u>Logging in to the Gateway Dashboard</u> on page <u>76</u>).
- 3. Click System Controls.

The System Controls tab appears.

4. Click Audio.

The VIA Audio Input/Output Device window appears.

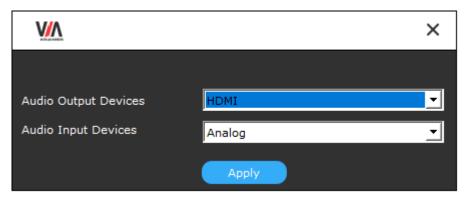


Figure 111: Audio Setting Window from Gateway Dashboard

- 5. From the Audio Output Devices drop-down, select **USB**.
- 6. From the Audio Input Devices drop-down, select the name of the external video conferencing device.
- 7. Click Apply.

The Cloud Directory window appears.

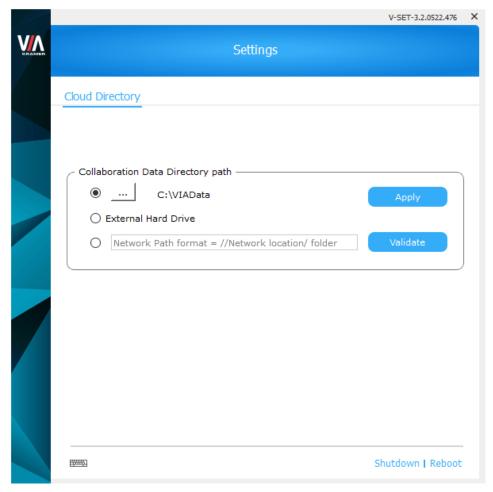


Figure 112: Cloud Directory Settings

8. Do one of the following:

Click the browse button, select a new location from the browser window and click Apply.

-OR-

- Select External Hard Drive.
- Files are saved to a USB storage device connected to the USB 3.2 Connectors 1 on the VIA Campus² front panel.

-OR-

 Select the last option, type a location on the network that the device is connected to and click Validate to test the location address.

The saved files' location is changed.

Enhancing Video Conferencing from Personal Devices

When you conduct a video conference from your personal device, involving others in the conference room can be limited because you are using the camera and microphone on your device. By using the VIA Versa feature, **VIA Campus²** enables you to switch from using your device camera and microphone to an external video conferencing device connected to **VIA Campus²**, while still running the conference on your device.



For information on enabling the audio for the external video conferencing device, see <u>Audio – Enabling Audio for VIA Versa Video Conferencing</u> on page <u>110</u>.

To set up a video conference from your personal device:

- 1. Run one of the following (available at www.kramerav.com/product/VIA Campus) on your device and complete the installation wizard:
 - For Windows OS VIAVirtualCamera Windows Installer .msi file.
 - For Mac OS VIAVirtualCamera installer package .pkg file.
- 2. Join the VIA meeting.
- 3. Launch a video conferencing app.
- 4. In the video settings of the video conferencing app select the camera device named **VIA VirtualCam**.
- 5. In the audio settings of the video conferencing app select the audio device named VIA Virtual Audio Device.

The video and audio for the video conference switches to the external video conferencing device and you are ready to start a video.

Technical Specifications

Ports	2 USB 3.1 Gen 1 (blue)	On female USB type-A connectors
	3 USB 2.0 (black)	On female USB type-A connectors
	1 LAN	On an RJ-45 connector
	2 Wi-Fi Antennas	On threaded Wi-Fi connectors
	1 Power Toggle	On a 2-pin terminal block
Inputs	1 Microphone	On a 3.5mm jack
	1 HDMI	On a female HDMI connector
Outputs	1 HDMI	On a female HDMI connector
	1 DisplayPort	On a female DisplayPort connector
	1 Unbalanced Stereo Audio Line Out	On a 3.5mm jack
Video	Max. Resolution HDMI Input	4K@30
	Max. Resolution DisplayPort Output	4K@60
	Max. Resolution HDMI Output	4K@60 (RGB)
	Video Streaming Playback (using Kramer VIA app Multimedia feature)	1080p@60fps
Audio	Integrated high-definition audio	5.1 channel
General	Processor	i5-12500t
	Main Memory	8GB (2x4GB DDR4 SDRAM)
	Storage	128GB, solid-state drive
	LAN	1GbE LAN
Power	Source	120W power adapter (19V, 6.32A)
	Consumption	Max 5A
Environmental	Operating Temperature	0° to +40°C (32° to 104°F)
Conditions	Storage Temperature	-40° to +70°C (-40° to 158°F)
	Humidity	10% to 90%, RHL non-condensing
Accessories	Included	Power adapter, 2 Wi-Fi antennas
	Included	HDMI cable extender (M to F)
Physical	Product Dimensions	21.00cm x 19.00cm x 5.00cm (8.27" x 7.48" x 1.97") W, D, H
	Product Weight	1.4kg (3.1lbs) approx.
	Shipping Dimensions	40.50cm x 29.70cm x 9.00cm (15.94" x 11.69" x 3.54") W, D, H
	Shipping Weight	2.77kg (6.1lbs) approx.
Specifications ar	e subject to change without notice at www.	krameray com

VIA App Android Permissions

Permission Category	Description	How Used
Camera	Take pictures and videos.	Logging in through QRCode reader.
Contacts	Find accounts on the device.	Logging in to cloud storage apps like Google Drive, OneDrive, and Dropbox.
Network	 Full network access. View WiFi connection. View network connection. Receive internet data. Phone. 	Accessing the internet over WiFi or mobile data connection and accessing the WiFi name and status for logging in to VIA app
Location	 Access precise location only in the foreground. Access approximate location (network-based) only in the foreground. 	Same as Network permissions. This is additional permission required in Android 9 and higher.
Storage	Read, modify, or delete the contents of your shared storage.	Acquiring and saving image, video, pdf, and other types of files from the device/SD Card.
Bluetooth network	Access Bluetooth settings.Pair with Bluetooth Devices.	Enabling autofill Nick Name/ Username on the login page, if the device name API is not supported in Android phone.
NFC	Controlling NFC (Near Field Communication).	Logging in via NFC tag.
Power Settings	Prevent phone from sleeping	Preventing your device from going into sleep mode while using VIA App.

The warranty obligations of Kramer Electronics Inc. ("Kramer Electronics") for this product are limited to the terms set forth below:

What is Covered

This limited warranty covers defects in materials and workmanship in this product.

What is Not Covered

This limited warranty does not cover any damage, deterioration or malfunction resulting from any alteration, modification, improper or unreasonable use or maintenance, misuse, abuse, accident, neglect, exposure to excess moisture, fire, improper packing and shipping (such claims must be presented to the carrier), lightning, power surges, or other acts of nature. This limited warranty does not cover any damage, deterioration or malfunction resulting from the installation or removal of this product from any installation, any unauthorized tampering with this product, any repairs attempted by anyone unauthorized by Kramer Electronics to make such repairs, or any other cause which does not relate directly to a defect in materials and/or workmanship of this product. This limited warranty does not cover cartons, equipment enclosures, cables or accessories used in conjunction with this product.

Without limiting any other exclusion herein, Kramer Electronics does not warrant that the product covered hereby, including, without limitation, the technology and/or integrated circuit(s) included in the product, will not become obsolete or that such items are or will remain compatible with any other product or technology with which the product may be used.

How Long this Coverage Lasts

The standard limited warranty for Kramer products is seven (7) years from the date of original purchase, with the following exceptions:

- 1. All Kramer VIA hardware products are covered by a standard three (3) year warranty for the VIA hardware and a standard three (3) year warranty for firmware and software updates; all Kramer VIA accessories, adapters, tags, and dongles are covered by a standard one (1) year warranty.
- Kramer fiber optic cables, adapter-size fiber optic extenders, pluggable optical modules, active cables, cable retractors, ring mounted
 adapters, portable power chargers, Kramer speakers, and Kramer touch panels are covered by a standard one (1) year warranty. Kramer
 7-inch touch panels purchased on or after April 1st, 2020 are covered by a standard two (2) year warranty.
- 3. All Kramer Calibre products, all Kramer Minicom digital signage products, all HighSecLabs products, all streaming, and all wireless products are covered by a standard three (3) year warranty.
- 4. All Sierra Video MultiViewers are covered by a standard five (5) year warranty.
- 5. Sierra switchers & control panels are covered by a standard seven (7) year warranty (excluding power supplies and fans that are covered for three (3) years).
- 6. K-Touch software is covered by a standard one (1) year warranty for software updates.
- 7. All Kramer passive cables are covered by a lifetime warranty.

Who is Covered

Only the original purchaser of this product is covered under this limited warranty. This limited warranty is not transferable to subsequent purchasers or owners of this product.

What Kramer Electronics Will Do

Kramer Electronics will, at its sole option, provide one of the following three remedies to whatever extent it shall deem necessary to satisfy a proper claim under this limited warranty:

- 1. Elect to repair or facilitate the repair of any defective parts within a reasonable period of time, free of any charge for the necessary parts and labor to complete the repair and restore this product to its proper operating condition. Kramer Electronics will also pay the shipping costs necessary to return this product once the repair is complete.
- Replace this product with a direct replacement or with a similar product deemed by Kramer Electronics to perform substantially the same function as the original product. If a direct or similar replacement product is supplied, the original product's end warranty date remains unchanged and is transferred to the replacement product.
- 3. Issue a refund of the original purchase price less depreciation to be determined based on the age of the product at the time remedy is sought under this limited warranty.

What Kramer Electronics Will Not Do Under This Limited Warranty

If this product is returned to Kramer Electronics or the authorized dealer from which it was purchased or any other party authorized to repair Kramer Electronics products, this product must be insured during shipment, with the insurance and shipping charges prepaid by you. If this product is returned uninsured, you assume all risks of loss or damage during shipment. Kramer Electronics will not be responsible for any costs related to the removal or re-installation of this product from or into any installation. Kramer Electronics will not be responsible for any setting up this product, any adjustment of user controls or any programming required for a specific installation of this product.

How to Obtain a Remedy Under This Limited Warranty

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SAFETY WARNING

Disconnect the unit from the power supply before opening and servicing

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