Setting Up this Device

Connect the cables as detailed in the diagram overleaf, then follow the steps below to complete the setup of the Scopia XT4200. For details on how to use the system after setup, see the User Guide for Scopia XT4200 or the Quick Start Guide for Scopia XT4200.

> ⚠ **CAUTION:** Make sure all units are switched off whenever connecting or disconnecting devices.

Step 1. System Installation and Activation

1. Connect all cables to the Avaya Scopia XT4000 series Codec Unit (see overleaf). Power supply must be connected after all other connections have been established.
2. Turn on the TV monitors. Monitor on HDMI1 is mandatory, monitor HDMI2 is optional.
3. Make sure the remote control has batteries installed.
4. Verify that the LED on the front panel of the Codec Unit is turned on.
5. If the codec unit does not turn on automatically, press the ⊙ button on the remote control.
6. The graphical menu appears on the monitors.

Step 2. Product Registration

1. Open the envelope that came with the XT4200.
2. Locate the serial number and product key.
3. On a computer, open a browser and navigate to http://licensing.radvision.com.
4. Complete the online registration form and enter the serial number and product key. The web registration form returns a license key.
5. Write down the license key and keep it in a safe place for future use.

Step 3. Country and Language of Interface

1. System Name field displays the name of this Codec Unit as displayed in a video conference, for example:
   • **Hong Kong**, or
   • **9th Floor** Conf Rm
2. Use the remote control keypad to type the name. Press OK to toggle letters or numbers and lower/upper case.
3. Select the Country and preferred Language.
4. Then select Next.

Step 4. Graphics and Image Setup

1. If all the sides of the triangles 1 and 2 are visible on your monitor, select next.
2. Otherwise, press 1 to adjust the position of the top left corner.
3. Use the arrow keys to move the selected triangle until it is fully visible on your monitor. Press OK when done.
4. Press 2 to adjust the position of the bottom right corner.
5. Repeat the procedure using the arrows.
6. Press OK and Next when done.

Step 5. Network Settings

1. Enter your network settings. For questions about this information, consult your system administrator.
2. Then select Next.

Step 6. Gatekeeper Settings

1. Enter your Gatekeeper settings and your E.164 number. For questions about this information, consult your system administrator.
2. Then select Done.

Step 7. Moving the Camera

1. On the general screen, navigate to Control Camera using the arrow keys and press OK.
2. Use the arrow keys to move the camera to the preferred position.
3. Press Back when done.

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AVAYA
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Avaya Scopia® XT4200
Quick Setup Guide

The Avaya Scopia XT4200 offers outstanding value and cost-effective HD video collaboration specifically designed for the needs of smaller and mid-sized conference rooms as well as customers who don't require all the high-end features offered in the Avaya Scopia XT5000. The system is nonetheless incredibly powerful with many features that can be costly upgrades in other vendor offerings.

Package Content:

• Avaya Scopia XT4000 series Codec Unit
• Avaya Scopia XT XT4200 Camera
• Avaya Scopia XT 1-way Microphone POD
• Avaya Scopia XT Remote Control Unit
• First camera cable: 2.5m triple camera cable, including power, VISCA and DVI-D/HDMI
• DVI-I to VGA converter
• Cable LAN 4mt
• Cable HDMI M/M, 2.5M
• Power Supply and power cable
• 1-way Microphone POD cable
• Remote Control Batteries

AVAYA
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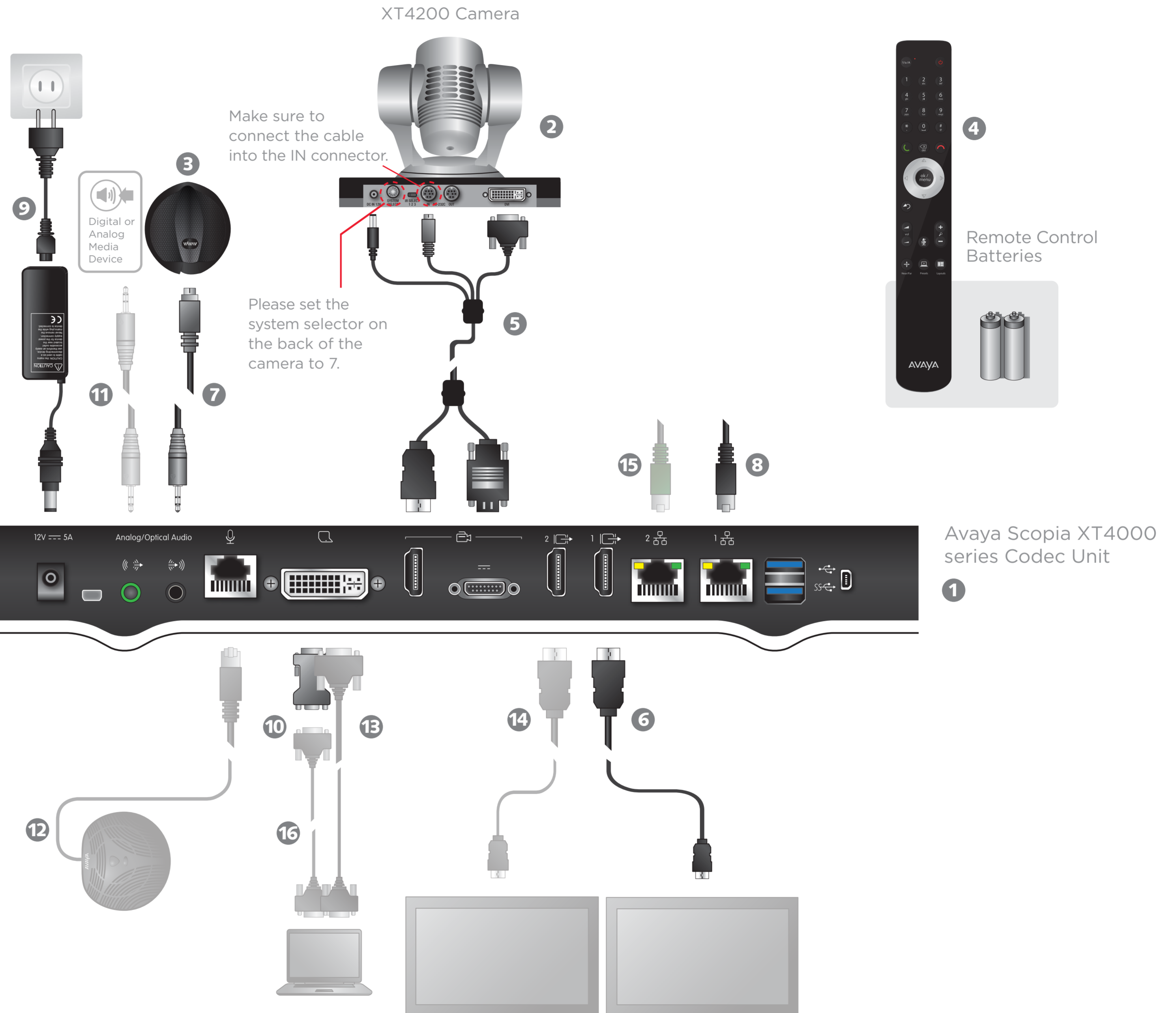
Avaya Scopia XT4200
Quick Hardware Setup

Package Content:

1 Codec Unit

2 Avaya Scopia XT4200 Camera

3 1-way Microphone POD

4 Remote Control Unit and Batteries

5 First camera cable

6 HDMI Cable

7 1-way Microphone POD cable

8 Ethernet Cable for LAN, 4m

9 Power Supply and Power Cable

10 DVI-I to VGA converter for PCs with VGA output only

Avaya Optional –
Not Included Accessories

11 Audio Cable. Both sockets on the unit are dual purpose. They accept either an analog 3.5mm MiniJack cable or an optical Toslink cable with a Toslink mini-plug adapter. Optical digital audio format is S/PDIF. 1-way microphon POD is connected to the analog/ optical input. Analog/optical output can be used for connection to analog or digital media device

12 Optional microphone POD

13 DVI to DVI Cable

Non-Avaya:

14 HDMI Cable for second monitor

15 Ethernet Cable for LAN2. Second LAN is optional, and a license key is needed to unlock it.

16 VGA cable

> ⚠️ **CAUTION:** Make sure all units are switched off whenever connecting or disconnecting devices.

XT4200 Camera

Make sure to connect the cable into the IN connector.

Please set the system selector on the back of the camera to 7.

Digital or Analog Media Device

Remote Control Batteries

Avaya Scopia XT4000 series Codec Unit

12V ⎓ 5A   Analog/Optical Audio