### **Setting Up this Device**

Connect the cables as detailed in the diagram overleaf, then follow the steps below to complete the setup of the Avaya Scopia XT Executive 240. For details on how to use the system after setup, see the User Guide for Avaya Scopia XT Executive 240 or the Quick Start Guide for Avaya Scopia XT Executive 240.



#### Step 1. System Setup

- 1. Unpack the endpoint.
- 2. Set the angle of the display for the clearest view.
- Connect all cables to the Scopia XT Executive 240 Codec Unit (see overleaf). The power supply must be connected after all other connections.
- 4. Turn on the monitor.
- 5. Verify the remote control has batteries installed.
- 6. Verify the LED on the front panel of the Codec Unit is turned on.
- 7. If the codec unit does not turn on automatically, press the ① button on the remote control.
- 8. The menu appears on the monitor.

### **Step 2. Product Registration**

- 1. Open the envelope that came with your Scopia XT Executive 240.
- 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 for your Scopia XT Executive 240.
- 5. Write down the license key and keep it in a safe place for future use.

### **Step 5. Network Settings**

- 1. Enter your network settings. For more information, consult your system administrator.
- 2. Then select Next.



### Step 6. Gatekeeper Settings

- 1. Enter your gatekeeper settings and your E.164 number. For more information, consult your system administrator.
- 2. Then select **Done**.



### **Step 3. Country and Language of Interface**

- The System Name field displays the name of this Codec Unit as displayed in a videoconference. For example:
- Hong Kong, or
- 9th Floor Conf Rm
- Use the remote control keypad to type the name. Press OK to toggle letters or numbers and lower/upper case.
- 3. Select Country, Language and preferred usage (Personal or Room endpoint) For more information on using the product as a room system or a personal endpoint, see the User Guide for Scopia XT Executive.
- 4. Then select Next.

# Step 7. Install Scopia XT Control application on PC or Mac

You can control your Scopia XT Executive either from the remote control or from the keyboard and mouse of a connectedcomputer, using Scopia XT Control. To install XT Control:

- 1. Connect your computer to the XT Executive as described overleaf.
- Use your web browser to connect to the endpoint from your PC/Mac: http://<ExecutiveIPAddress> (default user: Admin; password: 1234) .
- 3. Select the Create Package button on the web page, in the XT Control section (bottom of the web page).
- 4. Download the file to your PC/Mac.
- **5.** Follow the instructions from the User Guide on the documentation CD to install the control application on your PC/Mac.
- **6.** Use your computer's keyboard to enter the user code number displayed on the screen, and select Authenticate.
- 7. Follow the instructions in the User Guide to control your XTE240 from your PC/Mac mouse and keyboard.



### **Step 4. Graphics and Image Setup**

- If all the sides of the triangles

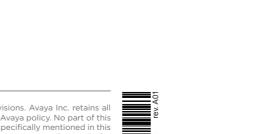
   1 and 2 are visible on your monitor, select next.

   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.







The Scopia XT Executive's 24" full HD LED display, HD camera, high fidelity speakers, echo cancelling microphone and advanced video conferencing platform provide an elegant all-in-one desktop video conferencing system and PC display.

The Avaya Scopia XT Executive 240

integrates the advanced Scopia XT

video conferencing platform with a

high resolution 24-inch LED display.

The Power of We

Quick Setup Guide

Avaya Scopia® XT Executive 240

## Package Content:

 Avaya Scopia XT Executive 240, including codec, camera, microphone and display

C→ BI/M O/V MENU ☆/A ←

- LAN cable
- Power cables
- DVI-I to DVI-I cable
- Video input adapters: DVI-I to VGA, DVI-I to DVI-D
- Remote control with batteries
- Audio cable for PC







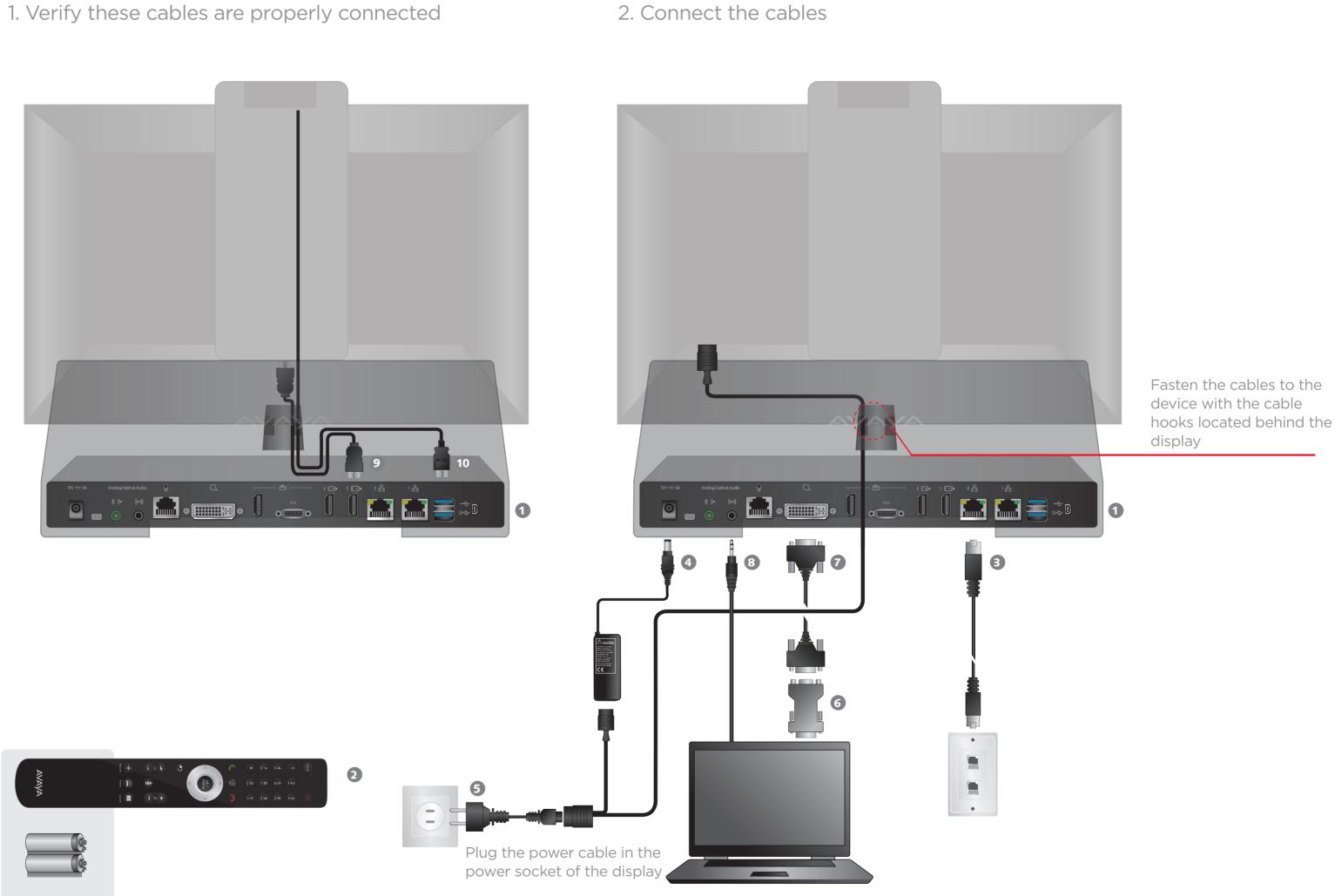
## Avaya Scopia XT Executive 240

## Quick Hardware Setup

### **Package Content:**

- 1 Codec Unit, included display camera and microphone
- 2 Remote Control Unit and Batteries
- **3** Ethernet Cable
- Codec Power Supply
- **5** Power Cables
- 6 Video input adapters: DVI-I to VGA, DVI-I to DVI-D
- **7** DVI-I to DVI-I cable
- 8 Audio cable for PC line out
- 9 HDMI cable
- 10 Scopia XT Executive Camera

1. Verify these cables are properly connected



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