VC322

User Manual

Federal Communication Commission Interference Statement (Class B)

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one of the following measures:

- Reorient or relocate the receiving antenna.

- Increase the separation between the equipment and receiver.

- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

- Consult the dealer or an experienced radio/TV technician for help.

FCC Caution: Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

DISCLAIMER

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NOTICE

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WARNING

TO REDUCE RISK OF FIRE OR ELECTRIC SHOCK, DO NOT EXPOSE THIS APPLIANCE TO RAIN OR MOISTURE. WARRANTY WILL BE VOID IF ANY UNAUTHORIZED MODIFICATIONS ARE DONE TO THE PRODUCT.

Remote Control Battery Safety Information

- Store batteries in a cool and dry place.
- Do not throw away used batteries in the trash. Properly dispose used batteries through specially approved disposal methods.
- Remove the batteries if they are not in use for long periods of time. Battery leakage and corrosion can damage the remote control. Dispose of batteries safely and through approved disposal methods.
- Do not use old batteries with new batteries.
- Do not mix and use different types of batteries: alkaline, standard (carbon-zinc) or rechargeable (nickel-cadmium).
- Do not dispose of batteries in a fire.
- Do not attempt to short circuit the battery terminals.

Contents

Package Contents

1   2   3   4

5   6   7   8

1. Camera
2. Speakerphone
3. Power plug* & Power adapter
4. Remote Controller

5. USB cable
6. Speakerphone cable
7. Cable retainer(x4)
8. Quick start guide

*The power plug will vary depending on the standard power outlet of the country where it is sold.

Product Introduction

Camera

(1)   (2)   (3) (4)   (5)(6)
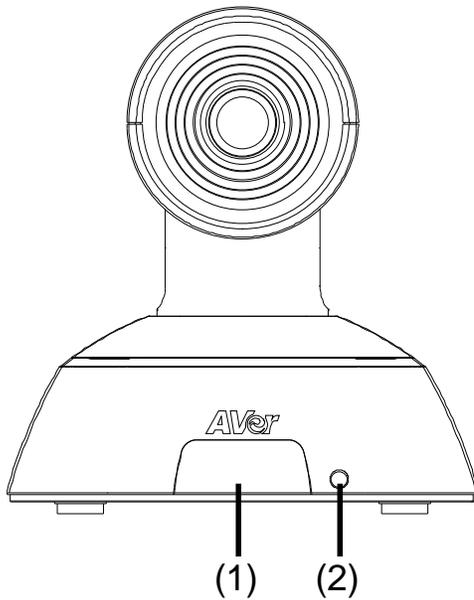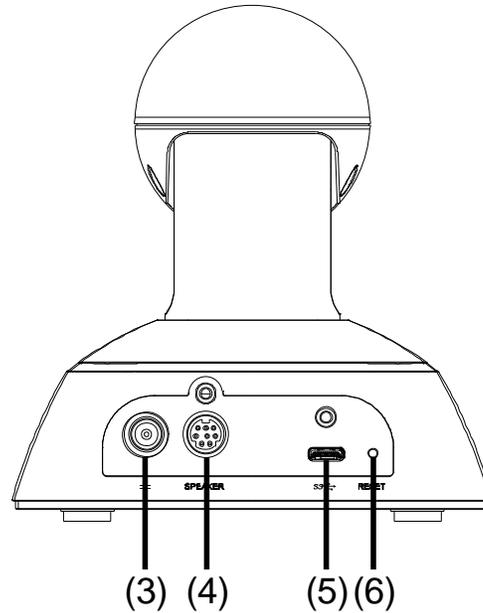
1. IR Sensor	4. Camera in port
2. Power indictor	6. USB port
3. Power port	Reset button

Speakerphone

(1)   (2) (3)(4)
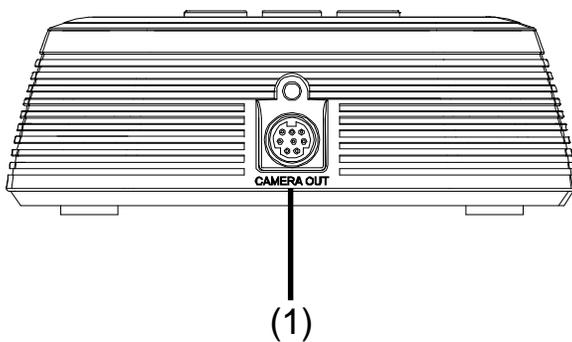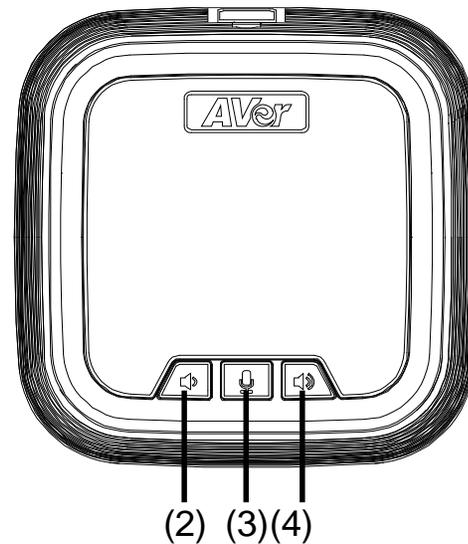
1. Camera out port	3.Mute
2. Volume down	4. Volume up

Remote Controller
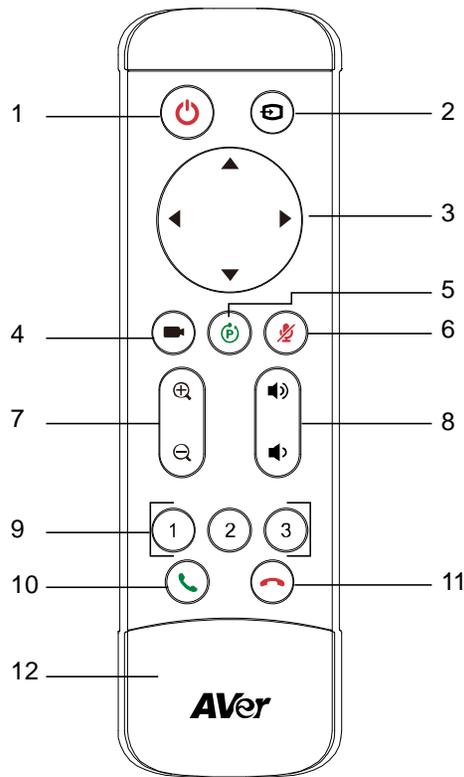
Button	Function
1. Power	Not support.
2. Audio input	Not support.
3. Camera direction control	Use the direction button on the remote to control the direction of the camera. Press the direction button to move the camera or press and hold for continuous pan or tilt.
4. Preset position hot key	Press one time to go to preset 1 position; press two times for preset 2 position; and three times for preset 3 position.
5. Preset	■ Press to get back to "home" position that user has set. ■ Move camera to desired position. Press and hold the preset button until saved message is displayed on screen. Select preset position button 0~3 to save current camera position.
6. Mute/Unmute Speakerphone	Mute/Unmute the speakerphone.
7. Zoom in/Zoom out	Increase/Decrease the camera zoom.
8. Volume up/down	Adjust volume up or down.
9. Preset position	■ Press "Preset" button + "Preset position" button to set the preset position. ■ Press the button to the preset position.
10. Call/answer*	Answer a call or start a call.

Button	Function
11. Hang up*	End the call.
12. Battery compartment cover	Press (toward down) it to open for battery installation.

* Function requires AVer PTZApp

Remote Controller Battery

[Note] Remove the battery film tab before first use.

1. Push and press remote cover toward back end.

2. Lightly touch battery and completely pull out the film tab blocking the battery.
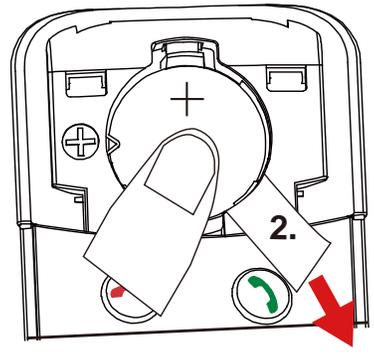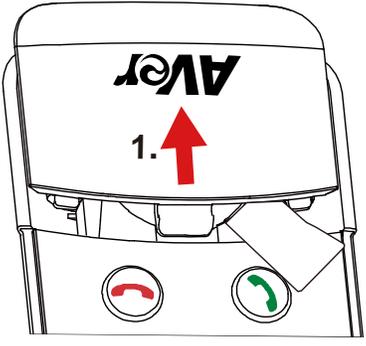
To replace the battery.

1. Press clip holder toward back end to release the battery.

2. Place new CR232 battery + side up under the triangle contact and clip.
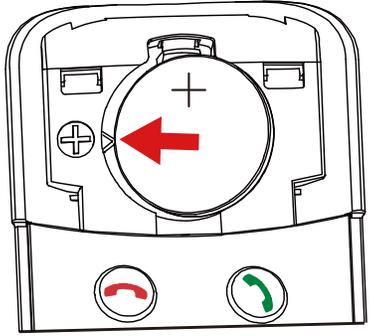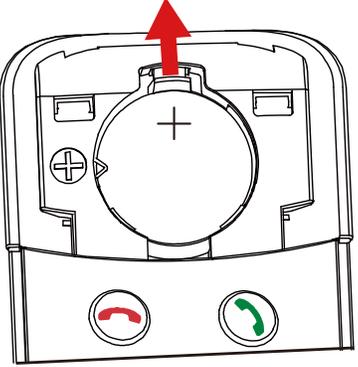
Setup VC322

Device Connection

Power cable

USB cable

Speakerphone cable
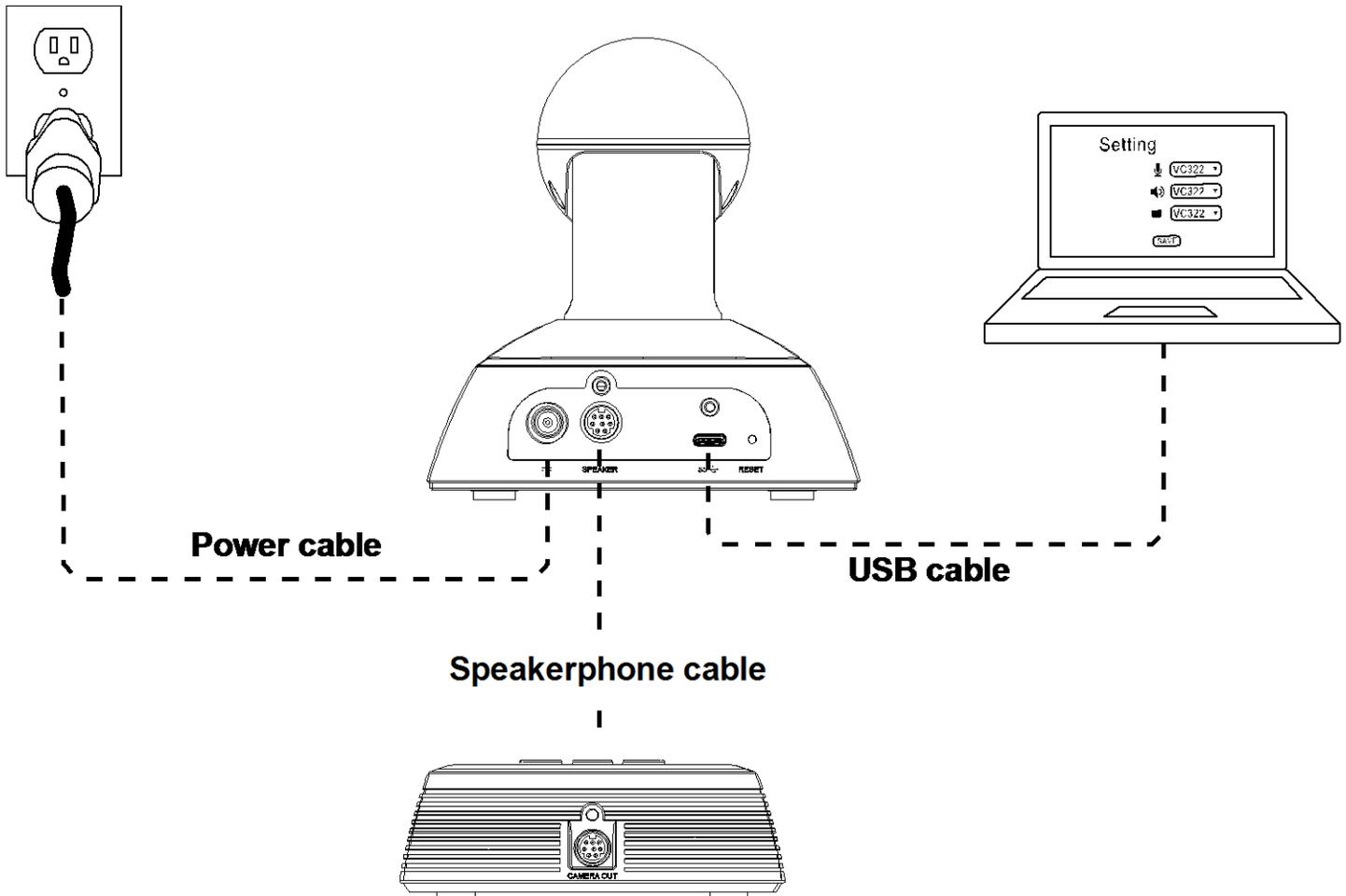
[Note] a. Secure the USB and speakerphone cable after connecting to the devices.

b.
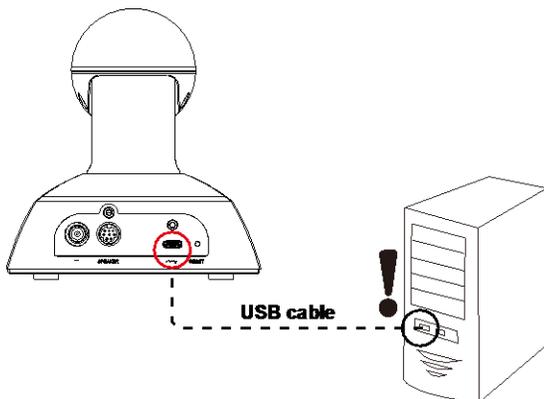
USB cable

! If the video signal is weak, please connect to the USB port on the back side of the computer.

1. Use the speakerphone cable to connect the camera and speakerphone (refer to diagram above).
2. Use USB cable to connect to your laptop/PC (refer to diagram above).
3. Connect the power to the camera and camera head will rotate, and the camera power indictor will light up.

5

4. Install Aver PTZApp on laptop/PC that is connected with VC322.　The app can be used to adjust and setup the parameters of the camera (refer to section of Aver PTZApp)

5. To make a call, run your video application (Skype^TM, Microsoft ®Lync^TM, Google Hangout, Cisco WebEx®, GoToMeeting^TM, WebRTC, and etc.), select VC322 as your video and audio device.

Using cable retainer

Fix the USB cable to prevent speakerphone fall.

1. Paste the cable retainer on the desktop (position 1) or side of desk (position 2).

2. Open the cable retainer.

3. Place the USB cable into cable retainer.

4. Secure the cable retainer to prevent cable off.
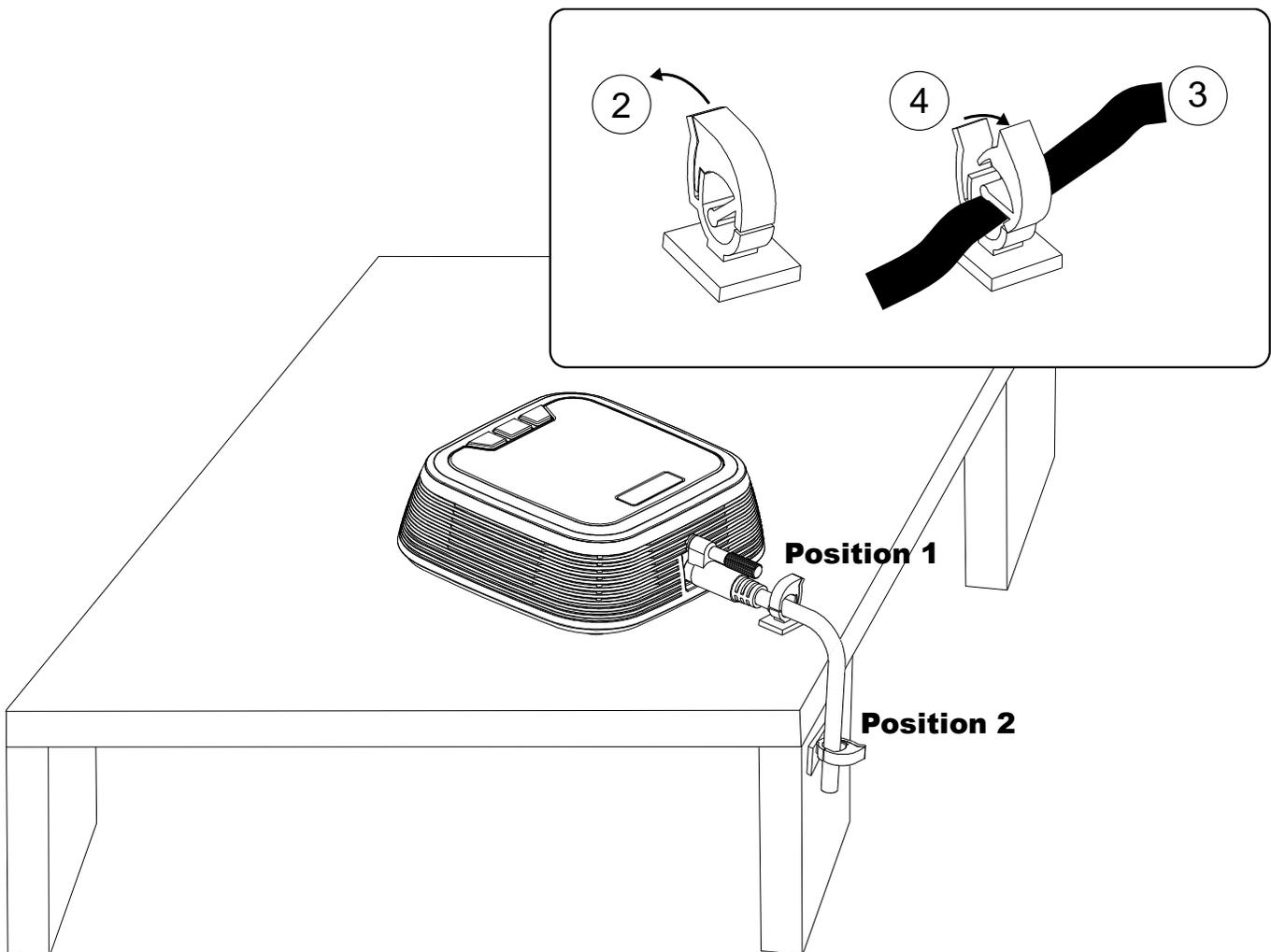
Use VC322

Make a Video Call

1. Make sure all devices (camera, speakerphone, and laptop/PC) are well connected and camera is powered on.
2. Run your video application (Skype^{TM}, Microsoft $^®$Lync^{TM}, Google Hangout, Cisco WebEx$^®$, GoToMeeting^{TM}, WebRTC, and etc.) on your laptop/PC.
3. Set the VC322 camera as the primary camera for your video application (refer to your video application user guide). You can now make your call.
4. The VC322 is a plug-and-play conference camera. The system requires no special drivers, but we do recommend installing the AVer PTZApp for a better user experience. For information on how to install and use the AVer PTZApp, refer to the AVer PTZApp section in this user manual.

LED Indicator

■ **Camera**

Status	LED
Starting	Camera head is rotating
Normal(live video)	Solid blue
Camera is not being used by the computer	Solid red
Camera is not connected	Solid red and camera head is down.

■ **Speakerphone**

Status	LED
Mute	Solid Red
Unmute	Solid blue

AVer PTZApp

Install AVer PTZApp

Please go to http://www.aver.com > **Support** > **Download Center** > **Conferencing System** to download the AVer PTZApp. After downloading, double-click on the file and follow the on screen instructions to complete the installation.

Remember to select the "**Skype plug-in**" option during installation.

After installing the AVer PTZApp, double-click on the AVer PTZApp icon to run the application.

Use AVer PTZApp

1. To run you video application, a plug-in request will be displayed on your video application interface. Click on it to accept the plug-in; your video application can now be control by AVer PTZApp and remote control.

   If you have the Skype plug-in checked during the installation, a plug-in request will be displayed in Skype. Click on the Skype plug-in request to accept the plug-in; this enables 📞 and 📵 funcationality on the Remote Control.

2. During your video call, you can use the AVer PTZApp to pan, tilt and zoom the camera in/out and enable/disable the backlight feature.

3. For the first time use, you can check the connection, camera, and speaker status, and setup the camera's parameters. Each function will be described below:
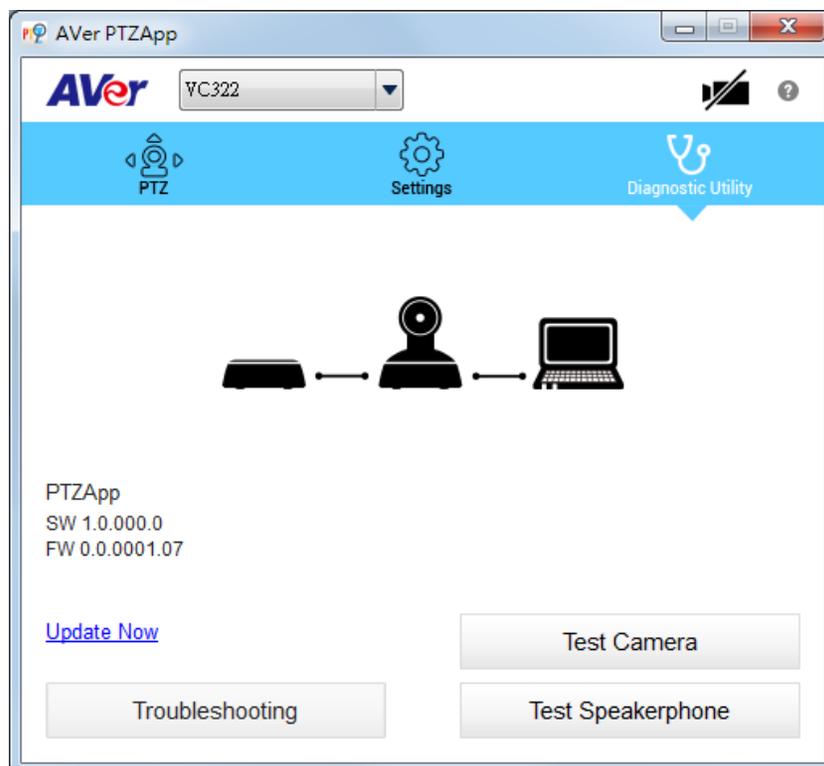
■ **Currently selected device:** This field displays currently selected VC or CAM device controlled by PTZApp. If you have more than one AVer VC or CAM devices connected to this PC/Mac PTZApp is running, you can click on the drop down list to select other AVer VC or CAM device.
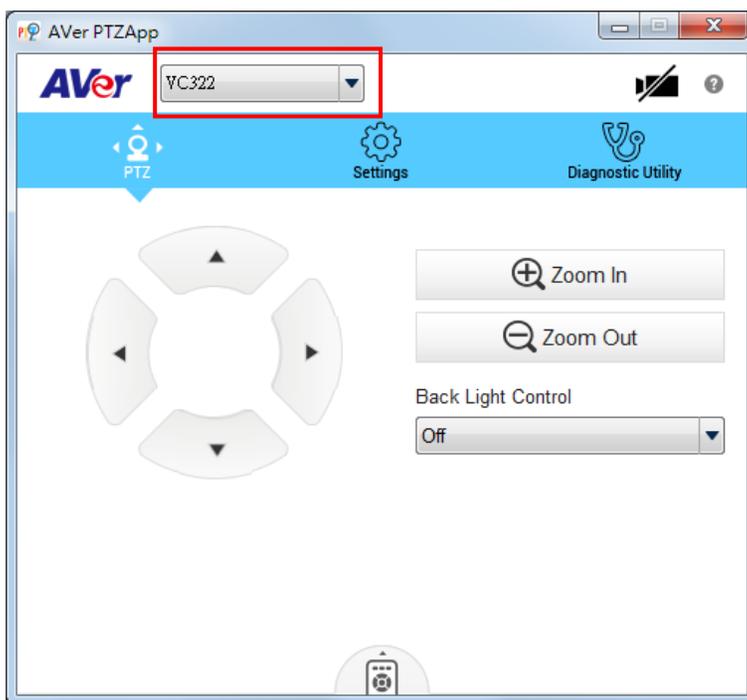
■ **Function icon:** Click it to switch to the function's page.

➢ **PTZ:** To control the camera direction, zoom in and out, and to enable/disable the backlight compensation during your video call.
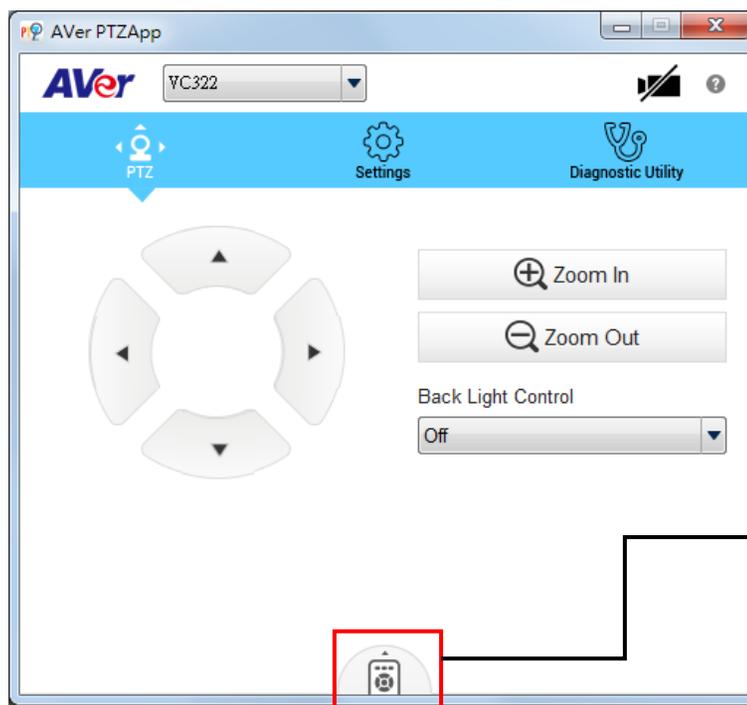
The remote controller selection function is not support for VC322.

➢ **Settings:** To setup parameters of the camera. Click the **Save** button to save all settings. To change all the settings, back to the default values, click the **Factory Default** button.
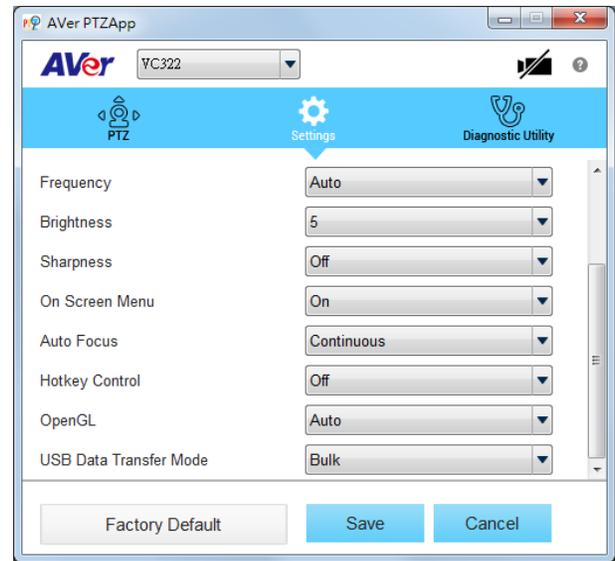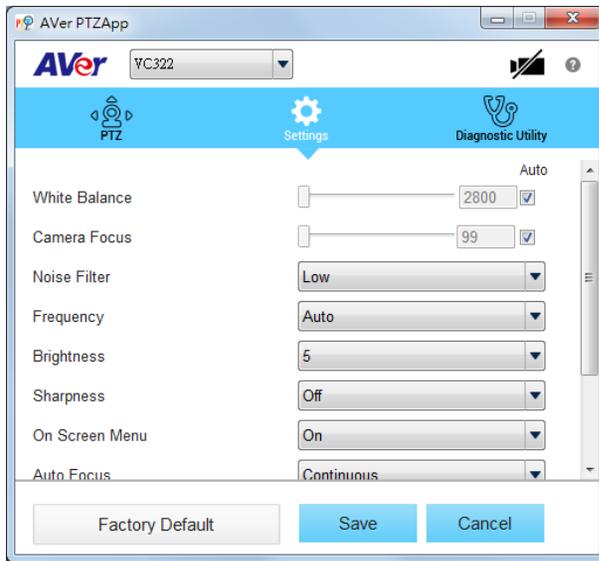
➢ **Diagnostic Utility:** To display the S/W and F/W version and the devices connection status. You can also test the camera and speakerphone status, and update the firmware of the camera.
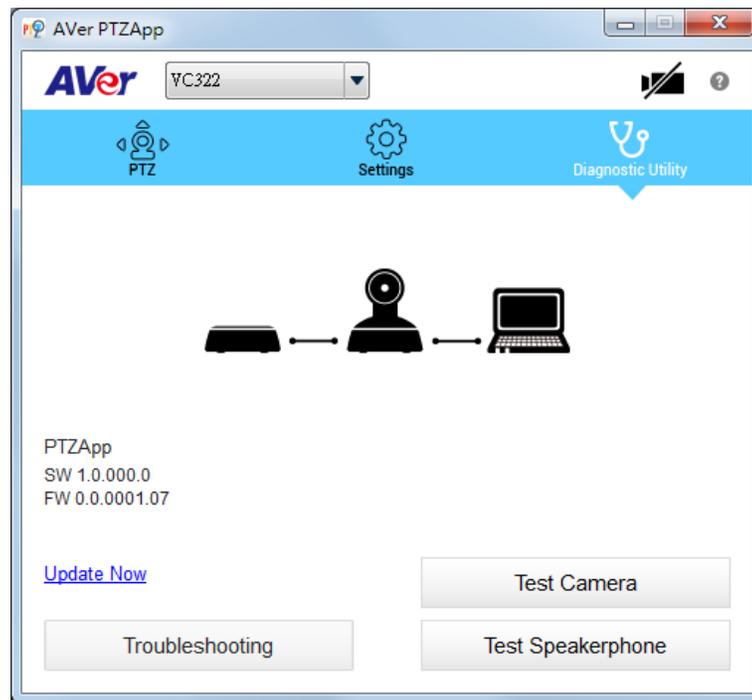
■ **Minimize:** Minimize the app to system tray. To quit the application, right-click the icon on the system tray and select "**Quit**".
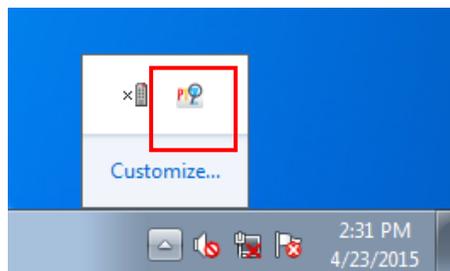
a. **(Camera):** Click it to view the camera live view. Click the camera icon again to close the camera live view. If the live video did not appear, please check the camera and the laptop/PC connection to make sure all are correct and well connected.
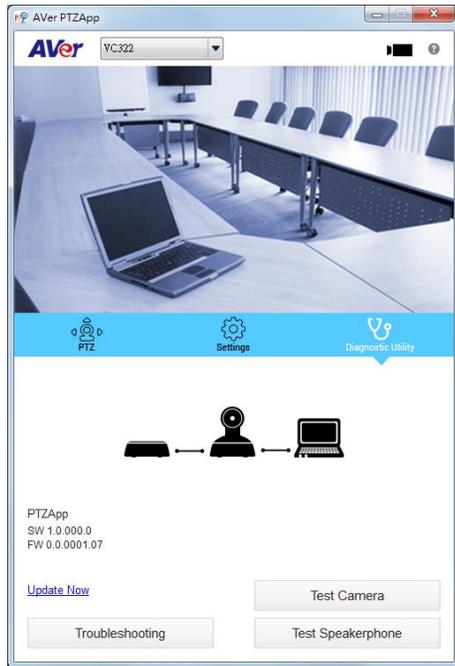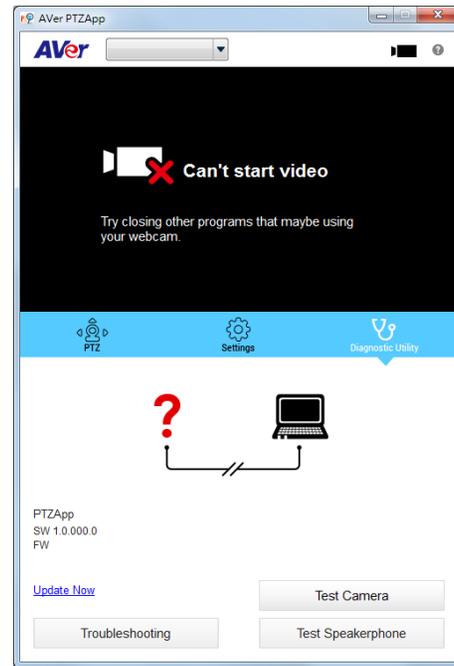
Normal   Un-normal

■ **Connection diagnostic:** Display devices connection status.　If the AVer PTZApp has detected that some of the devices (camera, speakerphone and laptop/PC) are not connected well, the diagram will display an "X" on the device to indicate the connection has a problem. If the camera is in use by another application, it will display "Can't start video" warning.
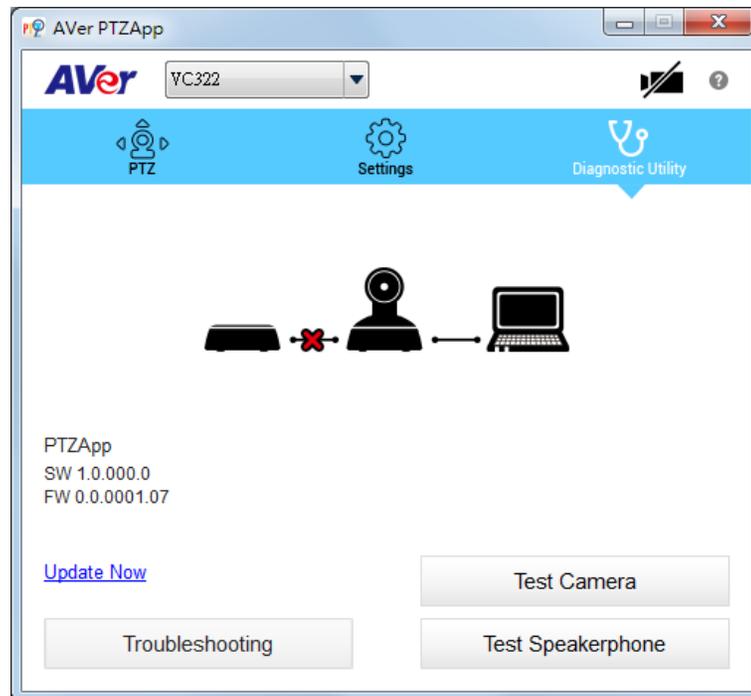
■ **Test Camera:** Click the **Test Camera** button to check the camera status. Click to view camera live video. Also, you can adjust the camera direction and view of the zoom in/out. To leave the page, click the **Abort Diagnostic** button.
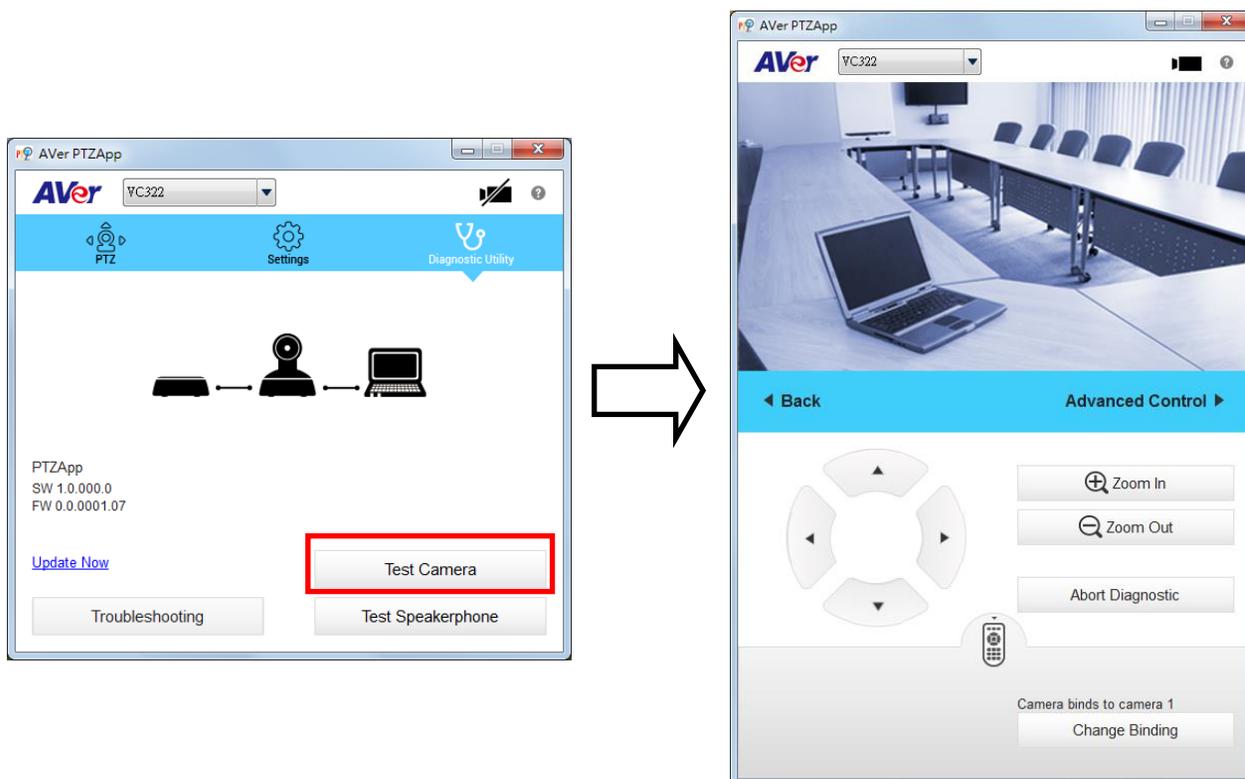
■ **Test Speakerphone:** Click to check the speakerphone status. It will require the user to record a short message and play it back to ensure the speakerphone is working.
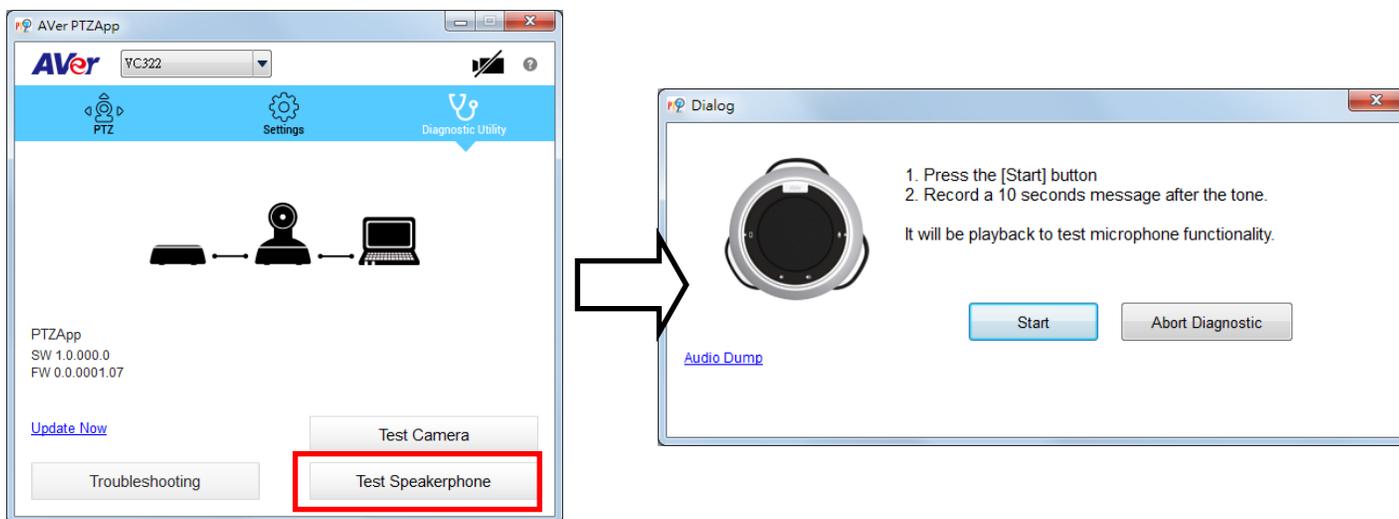
■ **Update Now:** Allows the user to update the VC322 camera's firmware.
1. Click" **Update Now**".
2. A dialog will display the current firmware version and available new firmware version (internet connection is required).
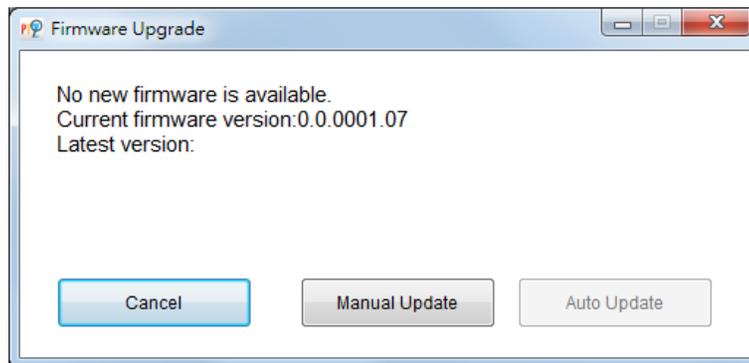
3. To auto update, click "**Auto Update**" and update process will start. The new firmware will be downloaded first; then, the new firmware will be uploaded to camera.

[Note] Before updating the new firmware to the camera, please make sure camera and laptop/PC are all well connected and stay connected during the entire process.
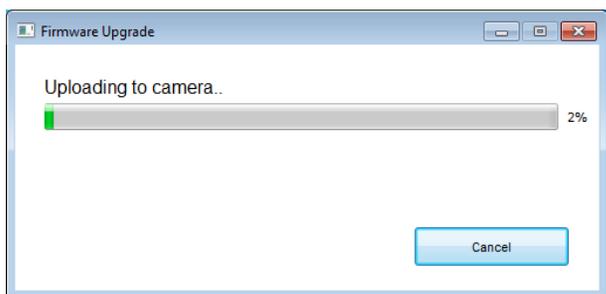
Download new firmware   Update new firmware to camera
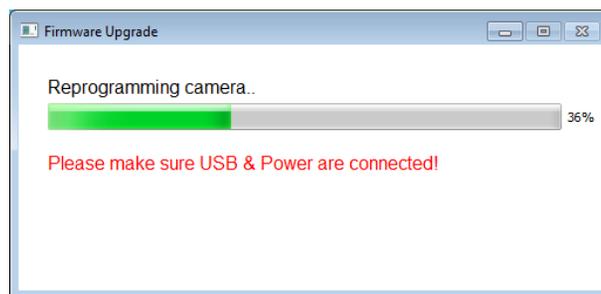
4. To update the firmware manually, click "**Manual Update**" and locate the new firmware to start the process.

■ **Troubleshooting:** collect more system information for troubleshooting before you contact AVer technical support.

Full Screen Mode

PTZApp can switch to full screen mode. Move the mouse to the right corner bottom of the video screen and a " " icon is displayed on video screen. Click " " icon and video screen will switch to full screen mode. In full screen mode, user can use direction panel to control camera direction. Click " " icon can go back to normal screen view.