



ConnectMe (iPad/iPhone) User Manual

Contents

Installing ConnectMe for iPad / iPhone	2
Signing in to ConnectMe	2
Presenting with ConnectMe	5
Starting a Presentation in Full Screen.....	5
Starting Presentation in Quad Screen.....	5
Managing Participants	7
User Levels	8
Multiple Staff	10
Multiple Participants	10
Chatting with Participants.....	11
Screen Sharing with Participants	14
Playing Music and Movies	16
Managing media in WOW Gateway	17
Managing media in Media Library	19
Managing Pictures in My Photos.....	20
My Web View	21
Managing documents in My Documents	22
Managing Media in My Media	25
Playing Media from Multimedia Player.....	28
Controlling the Projector	29
Recording Presentations.....	30
Client Preference	33
Logout	33

Installing ConnectMe for iPad / iPhone

Installation of ConnectMe at iPad/iPhone will be done in following three steps:

1. Go to App store
2. Find Connect Me
3. Download to Install
4. ConnectMe icon will be shown at Home page of iPad/iPhone

Signing in to ConnectMe

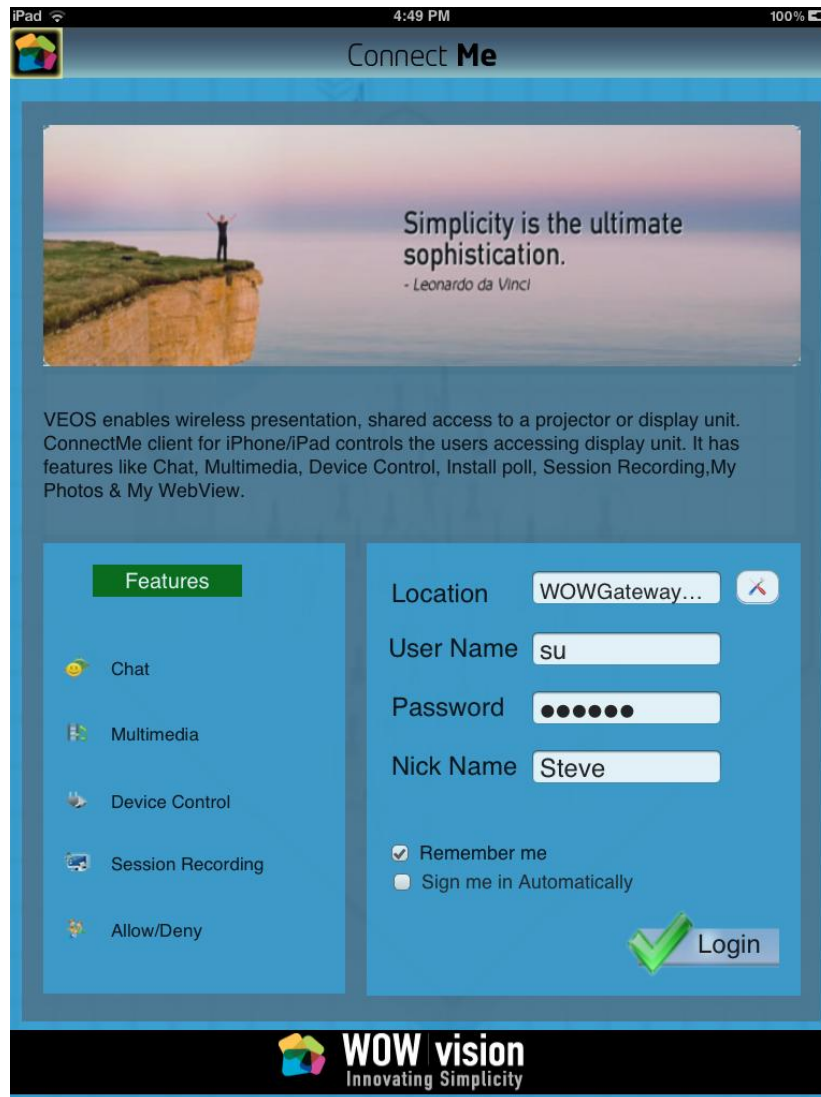
Click the icon to launch the ConnectMe.



Profile Manager will open to configure and select VEOS gateway to login to ConnectMe.



Next, provide user's credentials to gain access to the VEOS gateway:



- If there are multiple VEOS gateways in your network, choose a Location from Profile Manager
- Enter your User Name and Password, Default Login credentials are:
 - Staff – user name: su password: supass
 - Participant – user name: user password: userpass
- Enter a Nick Name for yourself, if it is different from your user name

- Check `Remember Me` if you are on a secured and personal machine, and wish to save your user name and password locally so that it need not be entered in future
- Check `Sign me in automatically` if you want the `ConnectMe` software to automatically sign you in once it is started
- Click the `Login` button to sign in

Once user will login to ConnectMe successful, Participant List will show:



Presenting with ConnectMe

You will have the facility to take the display over to gateway in

- A. Full Screen Display Mode
- B. Quad Screen Display mode

Starting a Presentation in Full Screen

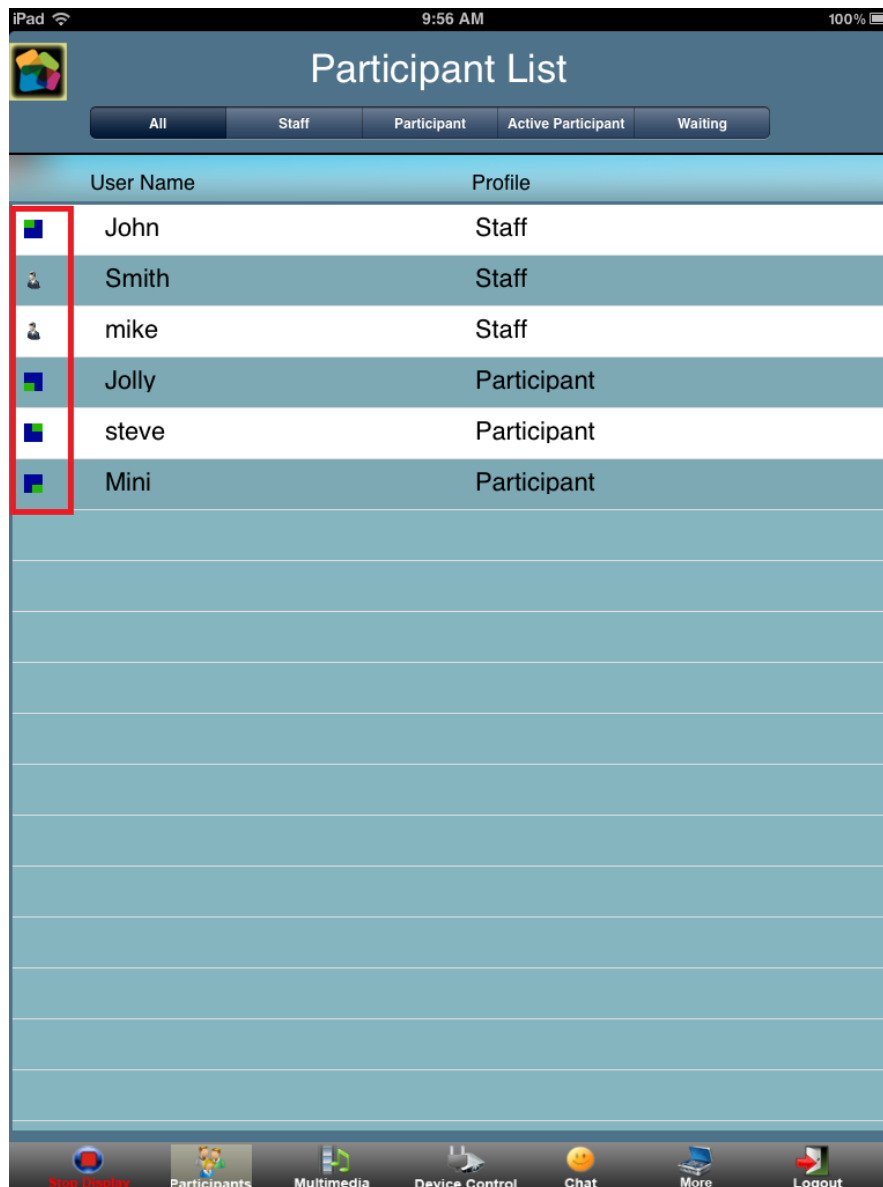
Start presenting	Click Display Me	The button will change to a Stop Display button
Stop presenting	Click Stop Display	
Pause the presentation and freeze the projected image on the display	Click Freeze Display	The button will change to a Resume Display button
Un-pause the presentation	Click Resume Display	



Starting Presentation in Quad Screen

In Quad display multiple users (maximum four users) can take display at a time to show his desktop at the gateway.





Quad Display1: Click at the Quad 1 button will be goes to display at the First Quad.


Quad Display2: Click at the Quad 2 button will be goes to display at the Second Quad

Quad Display3: Click at the Quad 3 button will be goes to display at the Third Quad

Quad Display4: Click at the Quad 4 button will be goes to display at the fourth Quad

Managing Participants

To view a list of participants currently signed in to ConnectMe, Click the

Participant . A list of participants and their user levels are shown.



From Participant List, staff can control:

- Display of Participants
- Enable / Disable Share Screen
- Enable / Disable Chat

User Levels

ConnectME users belong to one of two available user levels:

1. Staff
2. Participant

Staff is a higher user level than a Participant, and is given rights to control the flow of the presentation. When both Staff and Participant users are logged in to ConnectME:

- Participants attempting to present will require approval from a Staff before ConnectME projects their displays.
- Staff can select any Participant and start or stop projecting their desktops.

To display participants belonging to a particular user level, click the `Filter` drop-down list and choose a user level.

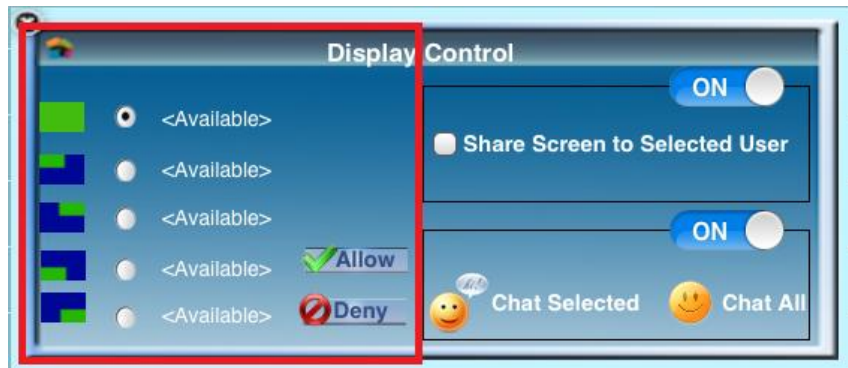
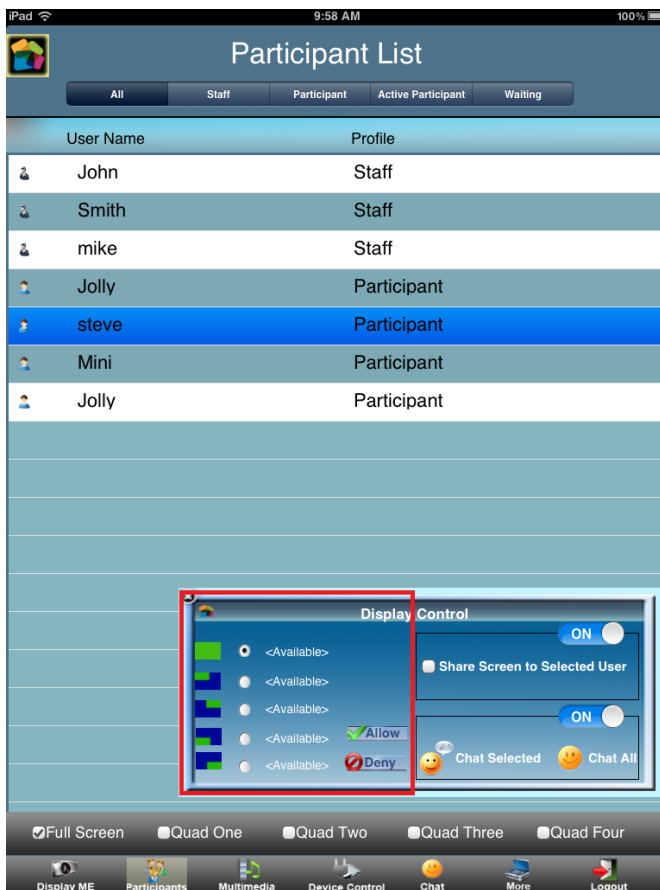


To start and stop presenting a participant's display:

- **Project a participant's display** Select a participant and click `Allow`
- **Stop projecting a participant's display** Select the participant and click `Deny`

When a Participant clicks `Display Me` to start presenting, the Staff's window will show a blinking `Participants Requesting Control` button. To approve or deny the request:

- **Approve a participant's presentation request** Click the `Participants Requesting Control` button
- **Deny a participant's presentation request** Click `Deny`



Multiple Staff

If there is more than one Staff, the following rules apply:

- A Staff cannot force another Staff to project their display
- A Staff can choose to present his display while another Staff is presenting. The other Participant will be alerted before his presentation stops and the projector is taken over.

Multiple Participants

If there is no Staff in the participant list and all users are Participants, the following rules apply when a Participant attempts an action on another Participant:

- A Participant cannot force another Participant to project their display
- A Participant can choose to present his display while another Participant is presenting. The other Participant will be alerted before his presentation stops and the projector is taken over.

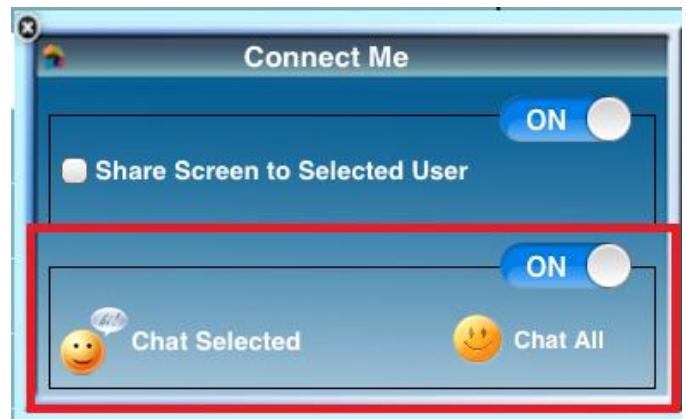
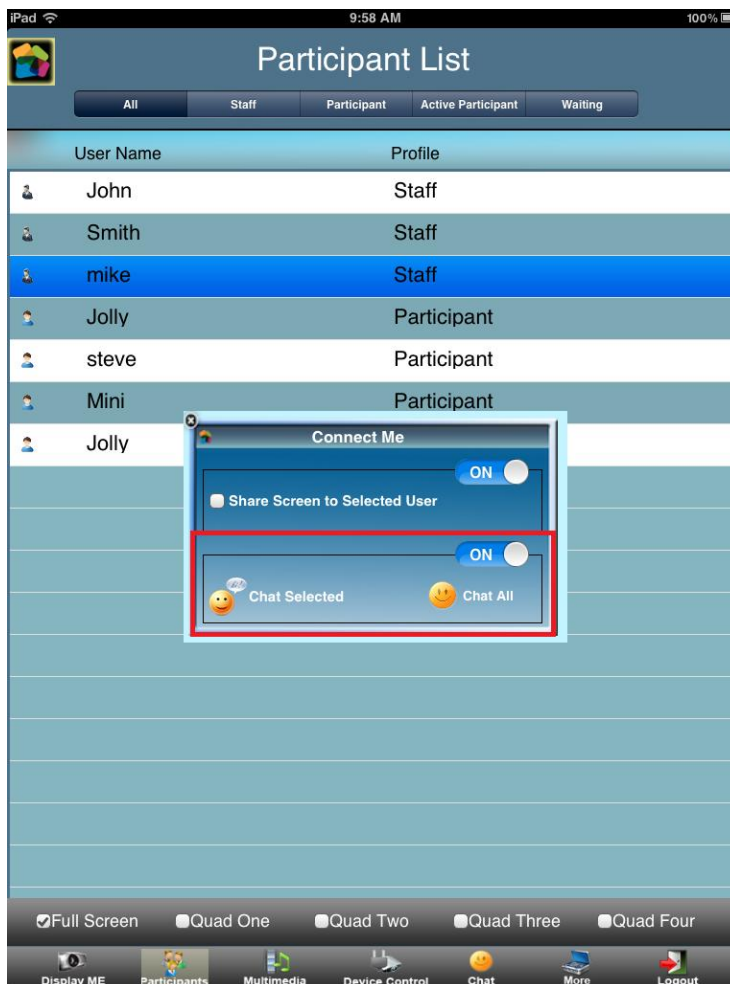
Chatting with Participants

You can initiate chat sessions to exchange text messages with other participants. You can initiate chat in two ways:

1. Chat Selected: To start private chat with a selected user.
2. Chat All: To start public chat with all users.

To enable and disable chat from Participant list (Staff only):

- Go to Participant List
- Select any Participant
- Select On or Off from Chat Control



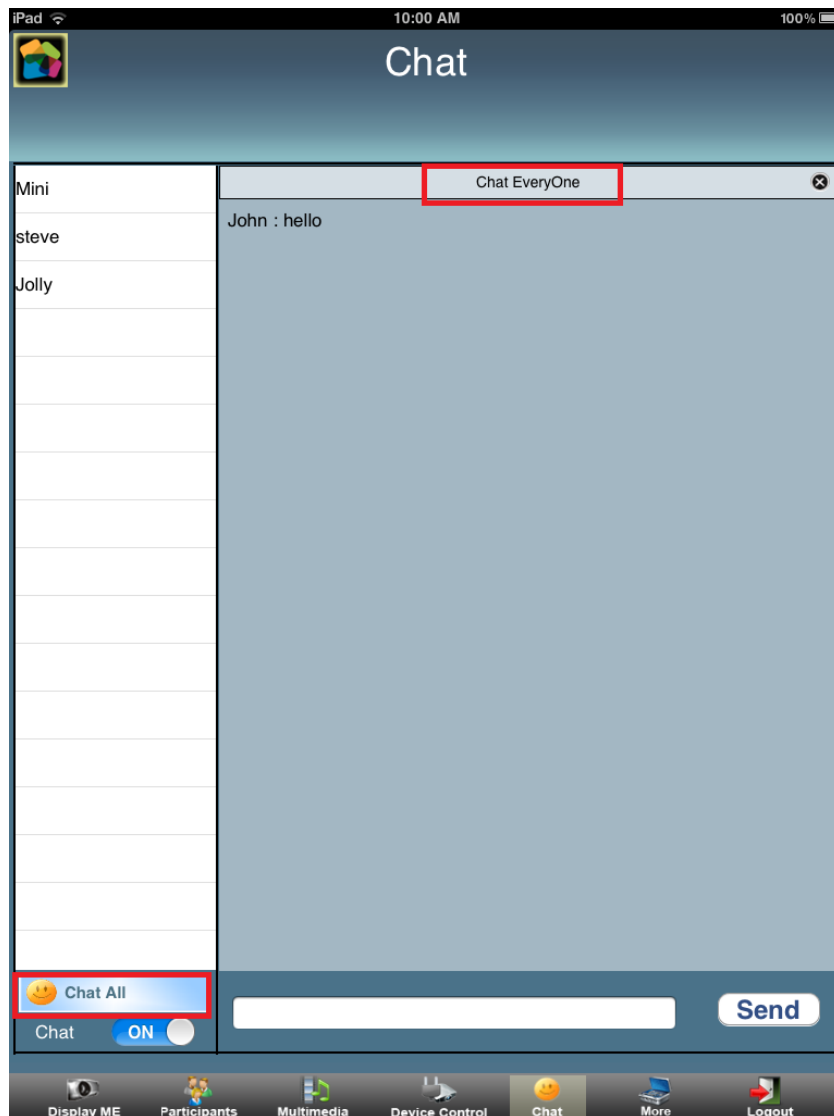
To enable and disable chat from Chat window (Staff only):

- Go to Chat
- Select On or Off from the left pane



To start Chat with All Users:

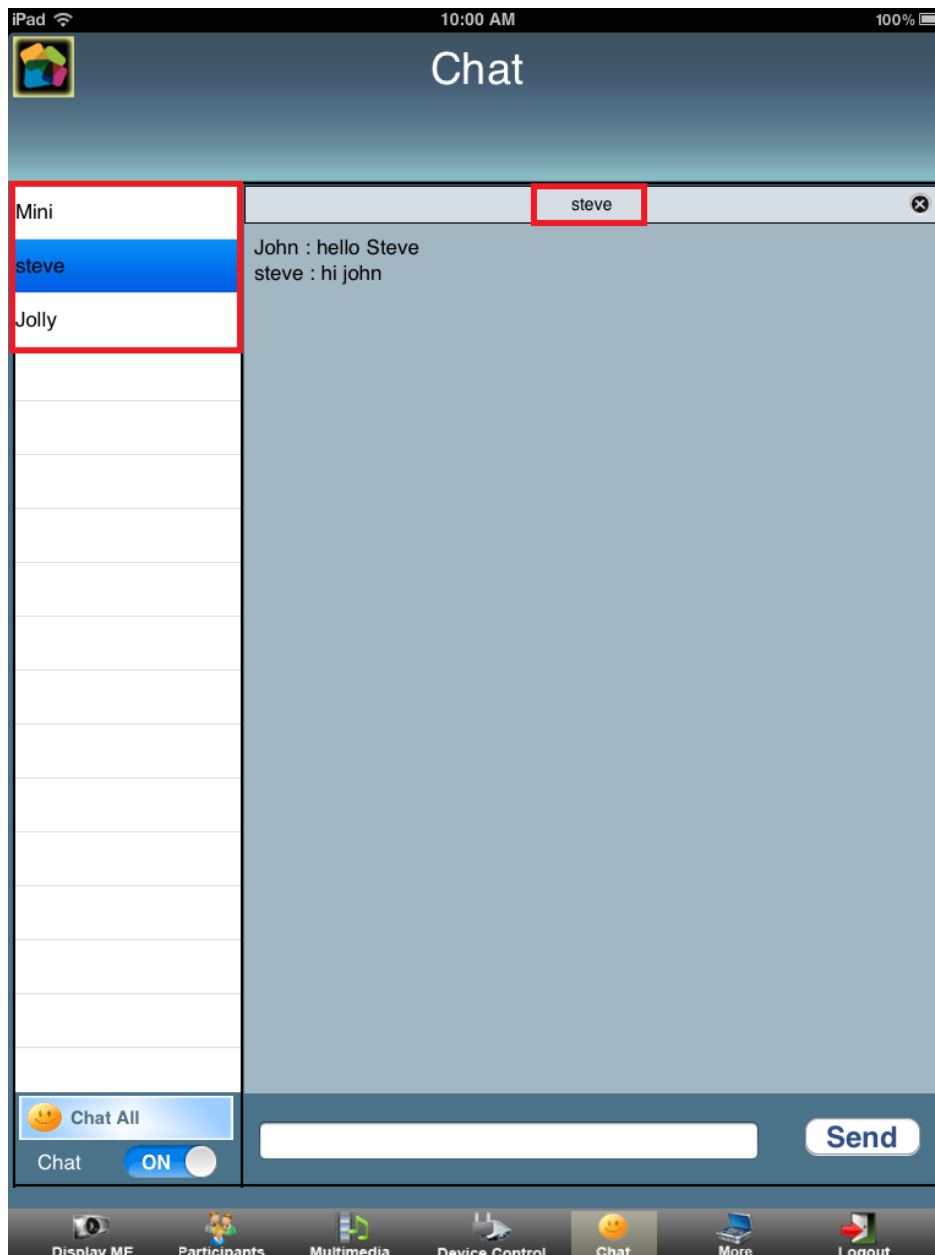
- Click the Chat button
- Public Chat window will appear
- Type the message and send it to all logged in Users



To start chat with a Selected User:

- Click on Participant List
- Select any user
- Chat Selection window will popup
- Choose Chat Selected option
- Type the message and send it to selected user


You can see the user(s) name at the right panel with whom you are chatting currently.

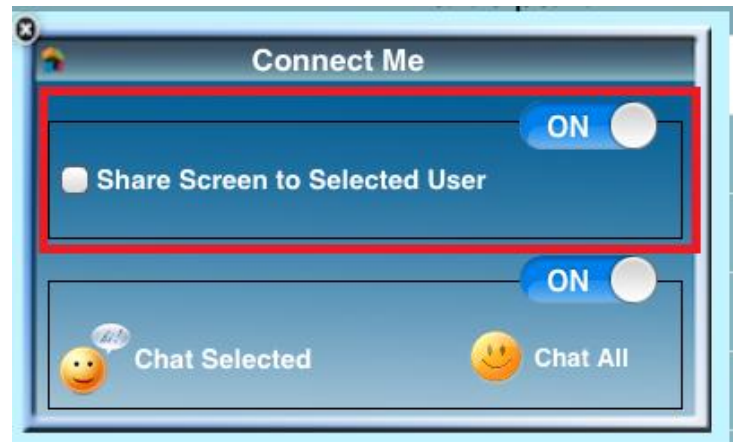
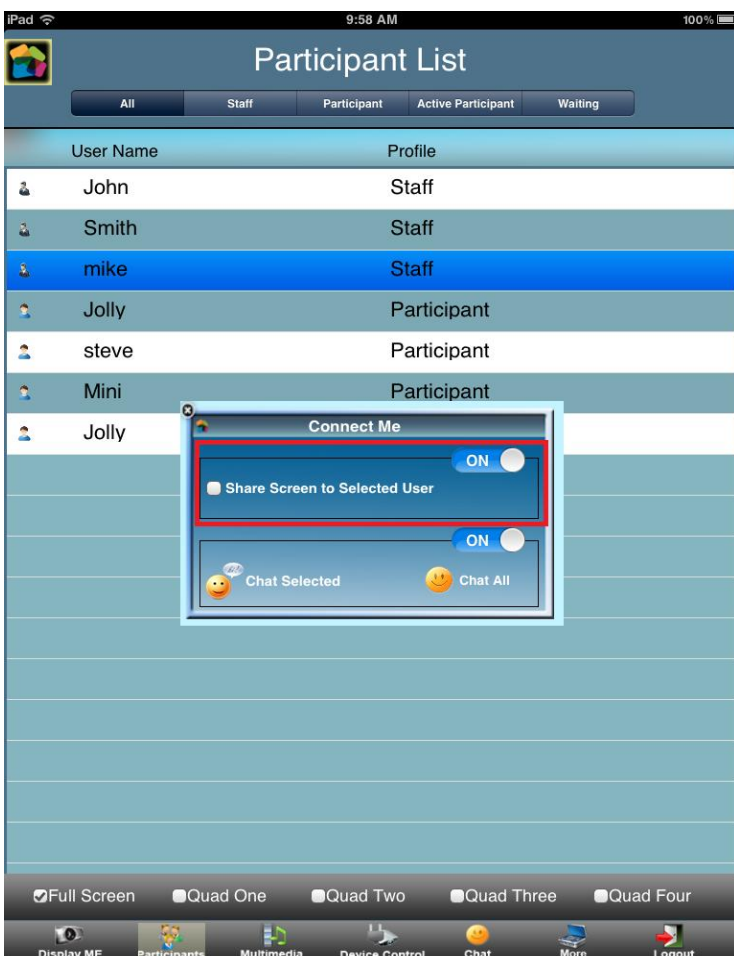


Screen Sharing with Participants

Share My Screen allows the user to show his desktop to other users present in ConnectMe participant list.

To share screen with other user:

- Go to Participant List
- Select any User from the List
- Select the check box for Share Screen to Selected user
- Screen sharing will start and  Icon will show at the user.



To enable / Disable Screen Sharing (Staff only):

- Go to Participant List
- Select any User from the list
- Set On / Off for Screen Sharing.
- Share my Screen will be disabled for all users while set off.

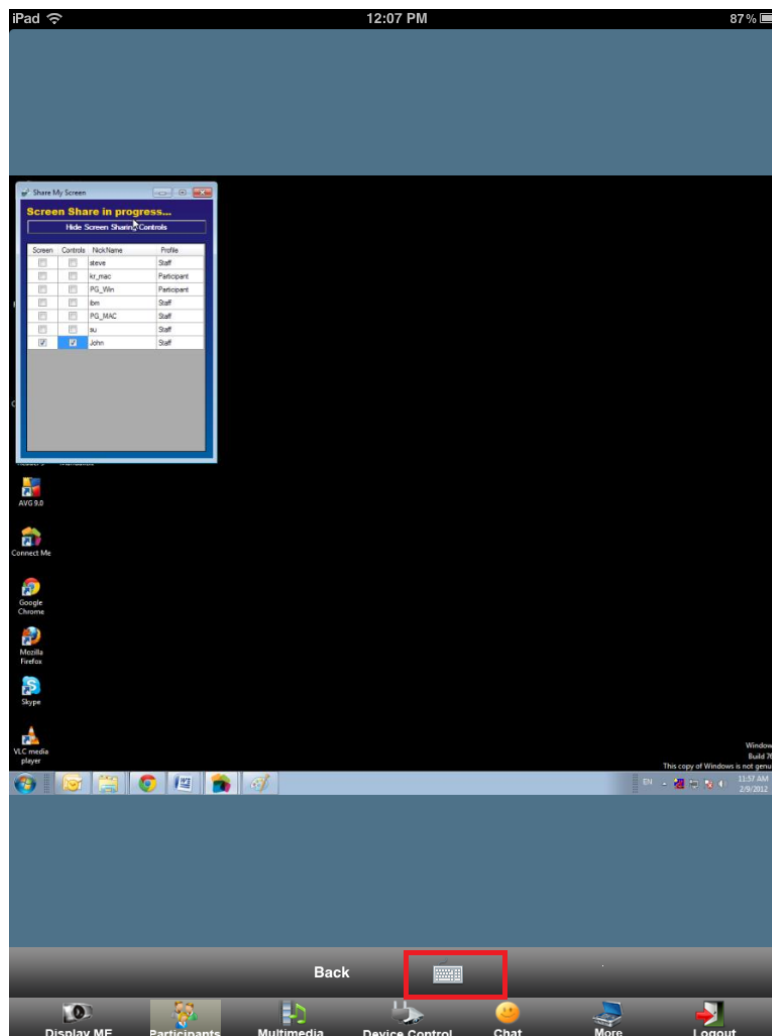
Note: Screen can be shared only with one user at a time.

Screen shared from PC/Laptop to iPad:

Users who are using PC/Laptop can also share their screens with iPad.

While Screen sharing from PC/Laptop:

- PC/Laptop Users can give the control of Mouse and Keyboard
- iPad can control PC/Laptops with Mouse and Keyboard

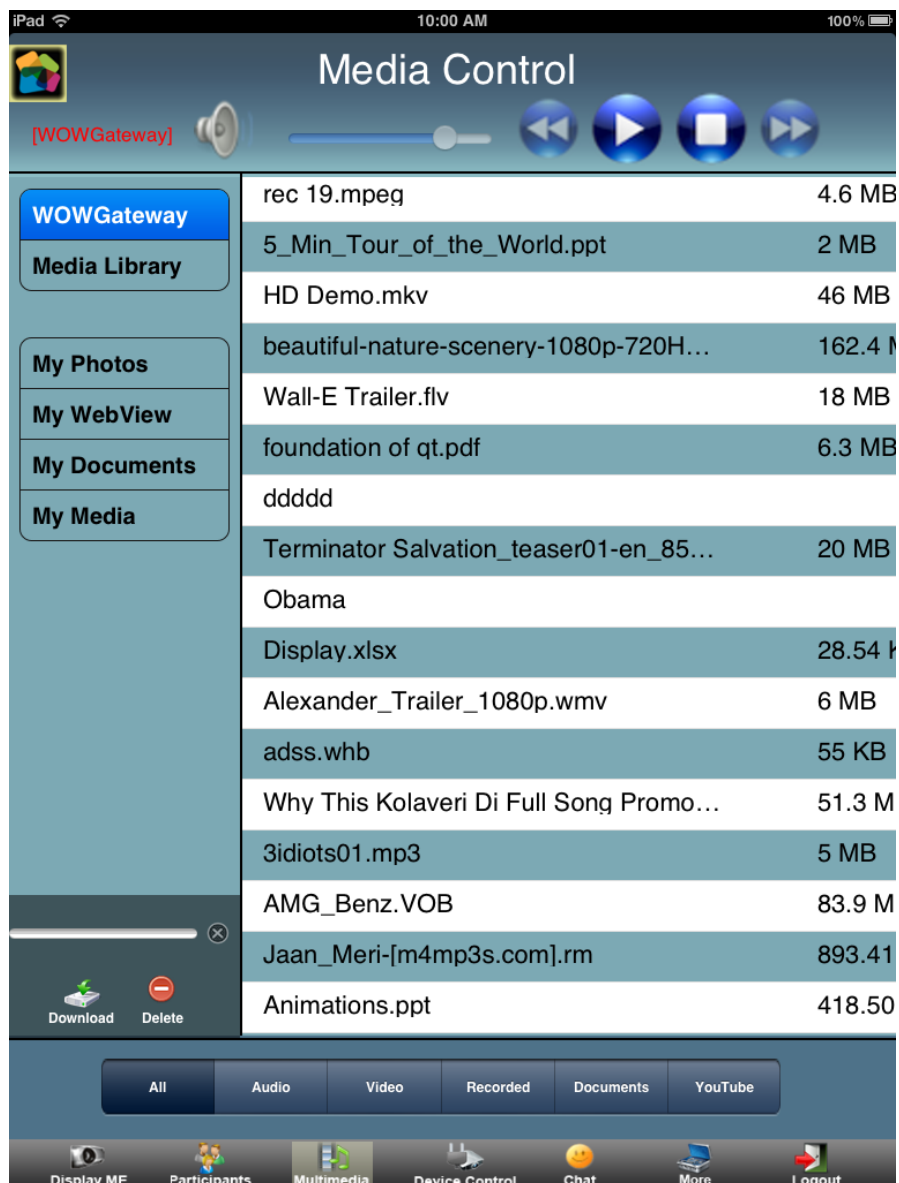


Playing Music and Movies

Besides presenting your display on the projector, you can also send media files to the WOW Gateway for playback. A normal presentation will not send the sound from your computer to WOW Gateway for playback over the connected speakers. This feature will allow you to playback multimedia files in full-fidelity audio and high-quality HD video.



In the main menu, click the Multimedia  to start Multimedia Player.



The Multimedia player can:

- **WOW Gateway:** Play media files stored in the WOW Gateway
- **Media Library:** Play media files stored in VEOS for subsequent playback
- **My Photos:** Copy Photos /Images to show at gateway
- **My Web View:** Access browser and show any Online content over to gateway
- **My Documents:** Save and show the documents over to Gateway
- **My Media:** Play media files stored in local system.

Managing media in WOW Gateway

VEOS provides space to store media files for immediate playback. Files are copied to wow Gateway with the VEOS software.



To add media files to WOW Gateway from My Media:

- Go to Multimedia
- Click on My Media
- Select any media file or hold for a while

- Click on Upload



To add document files to WOW Gateway from My Document:

- Go to Multimedia
- Click on My Documents
- Select any Document file

- Click on Upload



To remove files from WOW Gateway:

- Select any file

- Click on Delete



Managing media in Media Library

This module provides facility to Corporate/ Institute administrator to showcase and allow other users to use the media available with them but keeping the full controller over management of the content of Media Library.



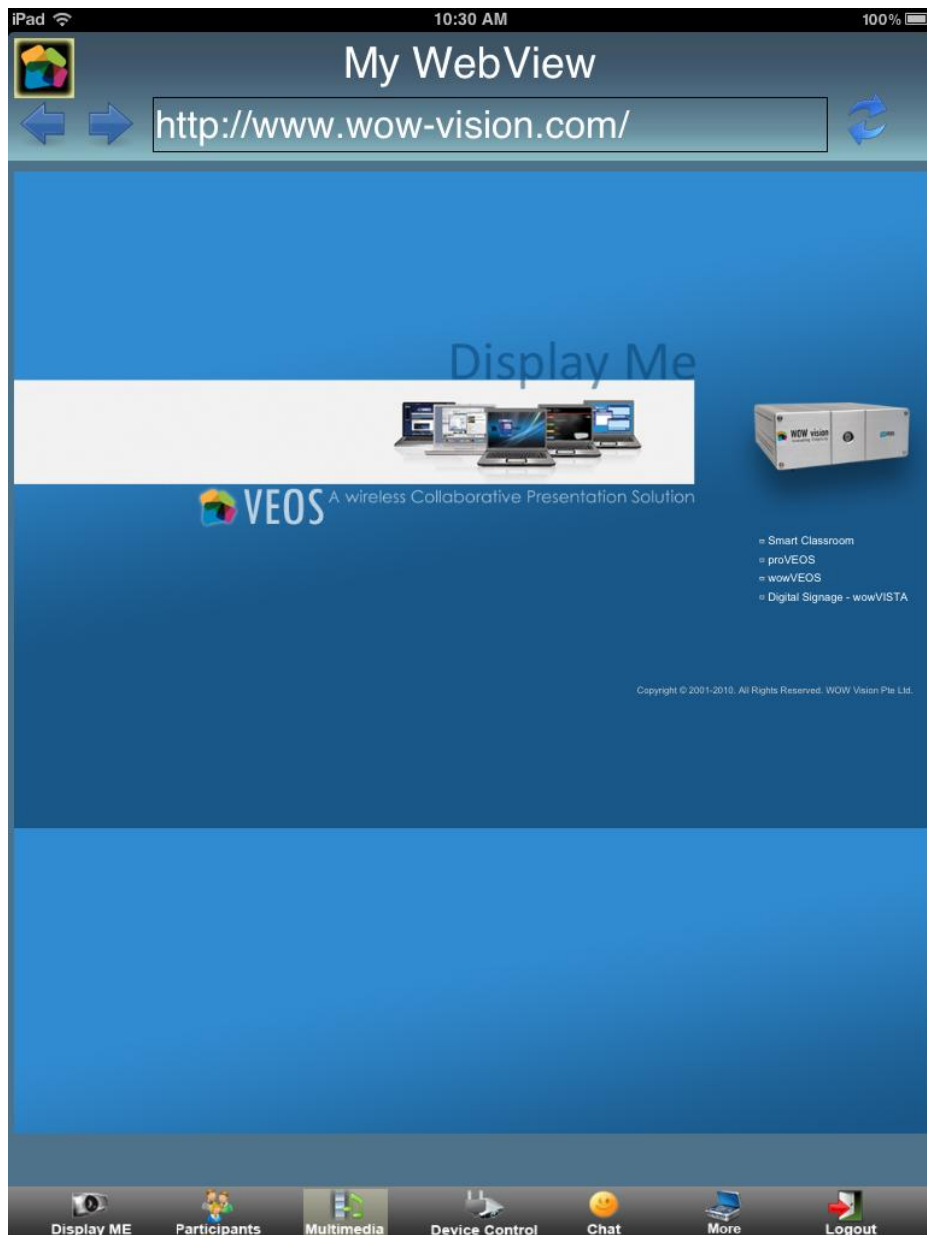
Managing Pictures in My Photos

This module provides facility to sync Photos and Images from iPhotos to ConnectMe for later use. User can present the photos over to gateway during the presentation from this module.



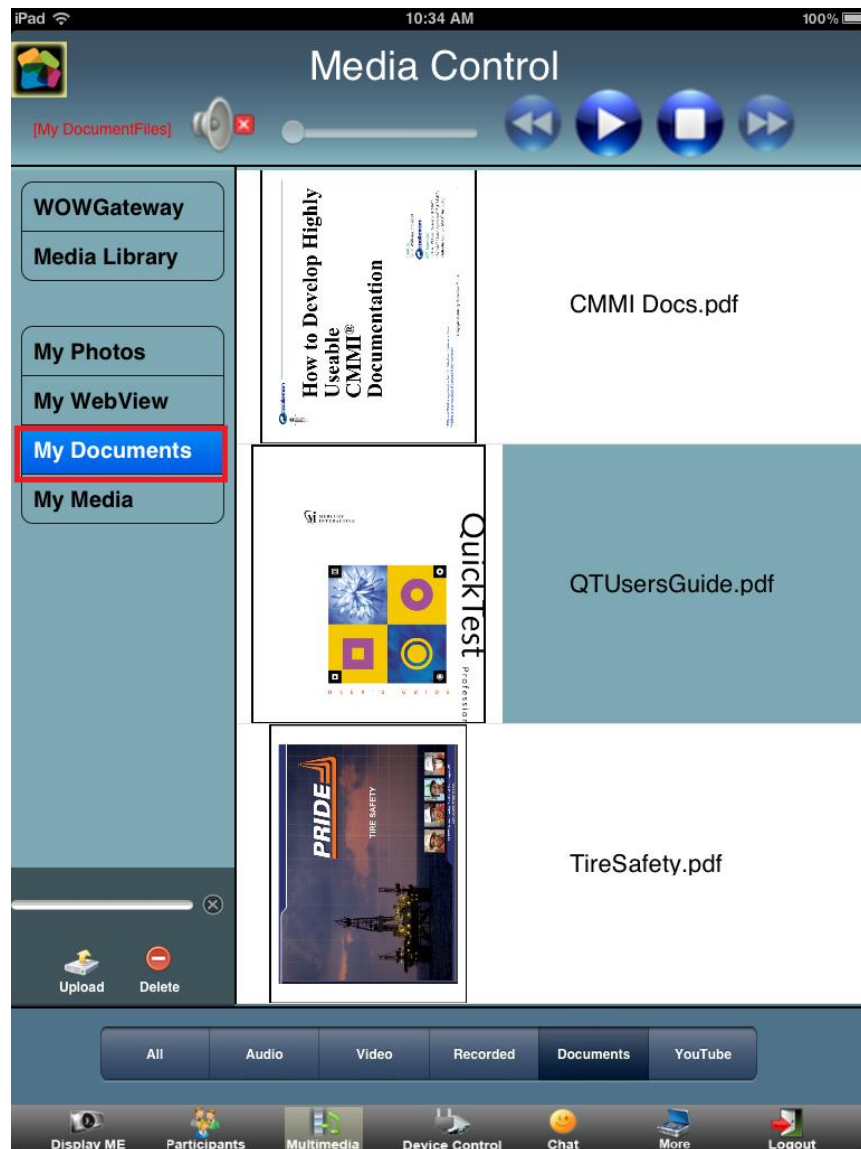
My Web View

This module provides the facility to access browser from Connect Me application without logging out the application. User can present the online content from this module over to gateway.



Managing documents in My Documents

This module provides the facility to copy the documents from App store to Connect Me. User can present the document over to gateway during the presentation from this module.



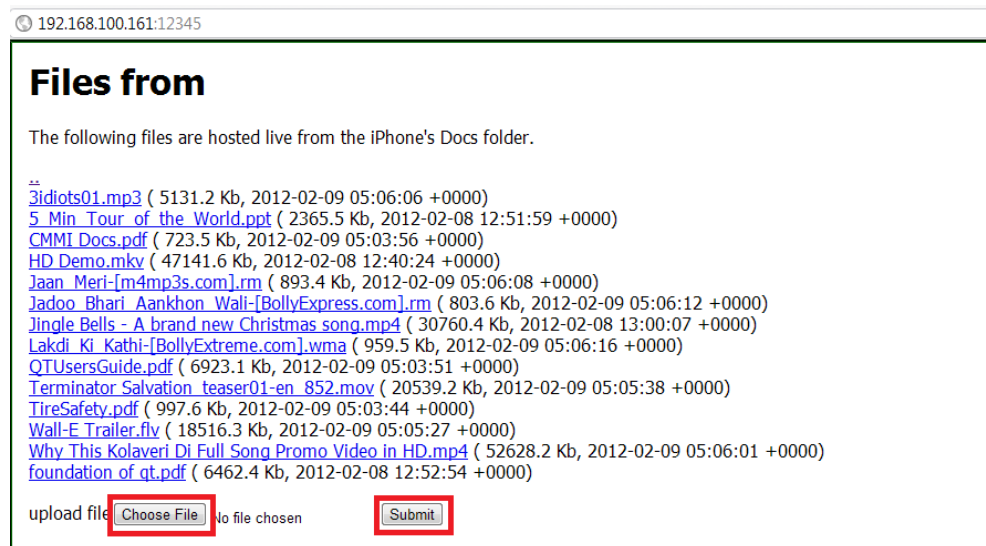
To add document files to My Documents from WOW Gateway:

- Go to WOW Gateway
- Select any document file
- Click on Download



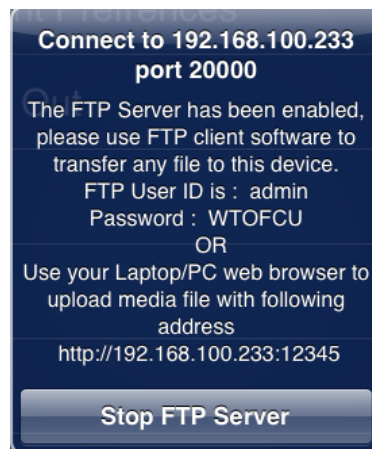
To add document files to My Documents from HTTP:

- Open Web Browser at your PC/Laptop
- Enter http:// <IP Address of your iPad/iPhone>:12345
E.g. <http://192.168.100.161:12345>
- Press Enter, page will open at your browser
- Click on Choose File and browse the file located at your system
- Click on Submit



To add document files to My Documents through FTP:

- Go to More
- Click on Media File Transfer
- Information message will pop up with User Id and Password



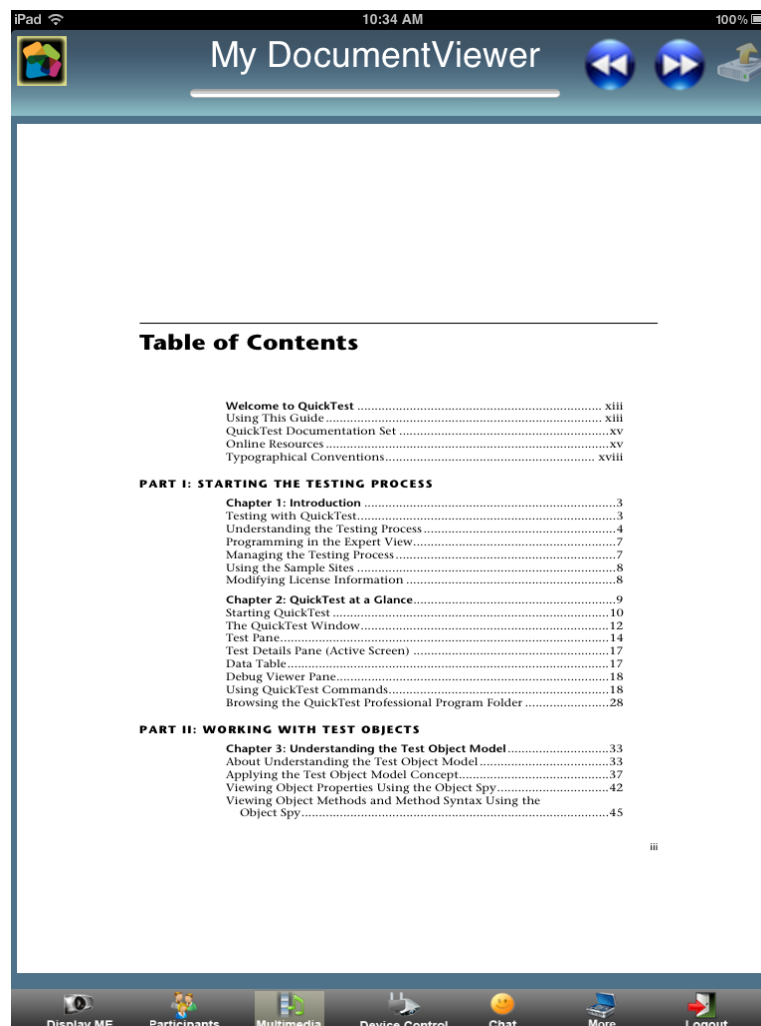
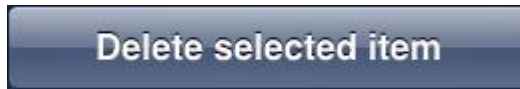
- Open FTP Client

- Host Name = IP Address of iPad/ iPhone
- User Name = admin
- Password = available at message
- Port = 20000
- Select any document file from your local system and add it to iPad/iPhone

Note: To connect with FTP any FTP client is required Ex: FileZilla.

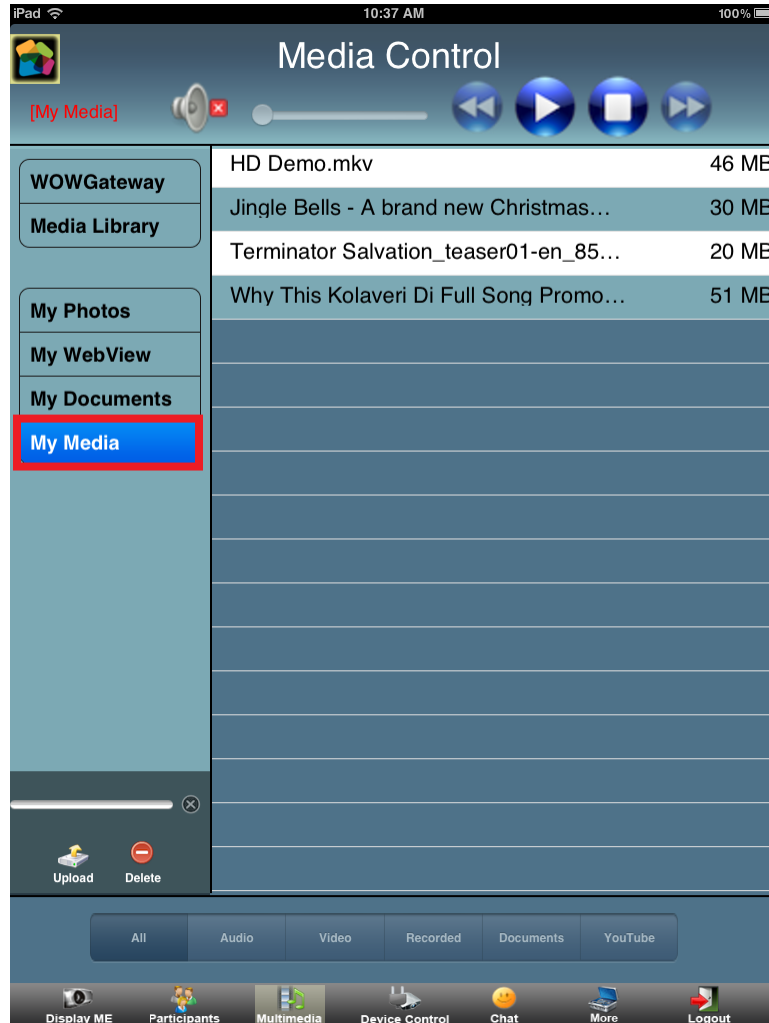
To remove files from My Documents:

- Select any file and hold for a while, message will popup
- Click on Delete



Managing Media in My Media

The My Media provides an area to collect media files located on your system that you wish to play on the projector.



To add media files to My Media from WOW Gateway:

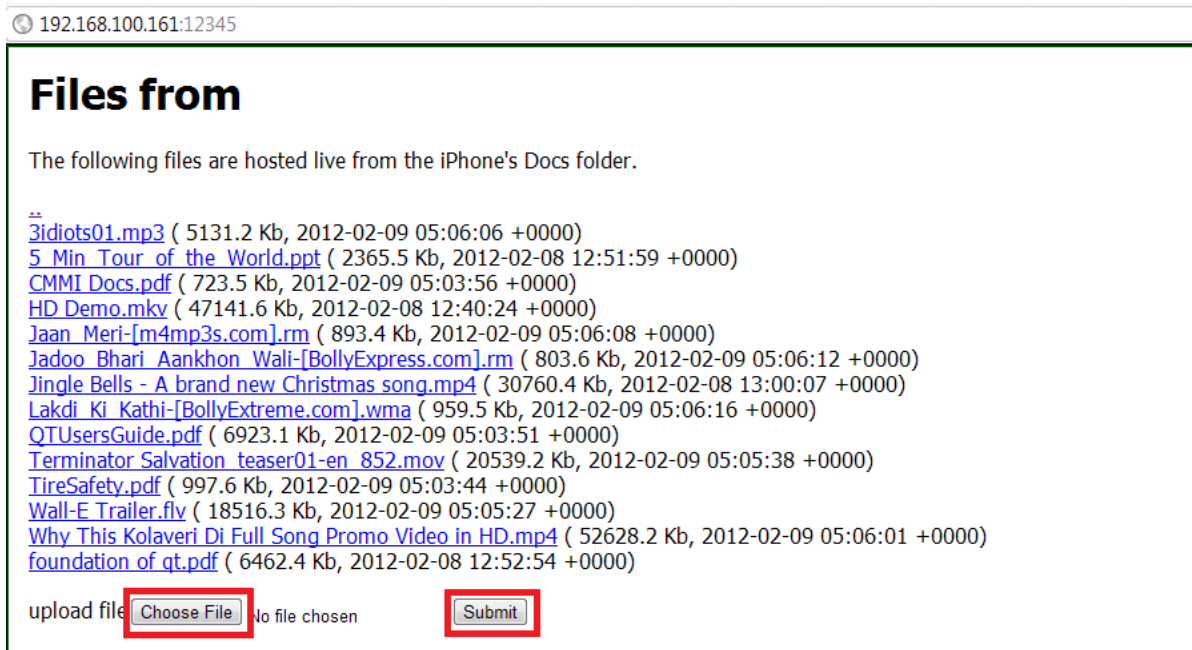
- Go to WOW Gateway tab
- Select any media file

- Click on Download



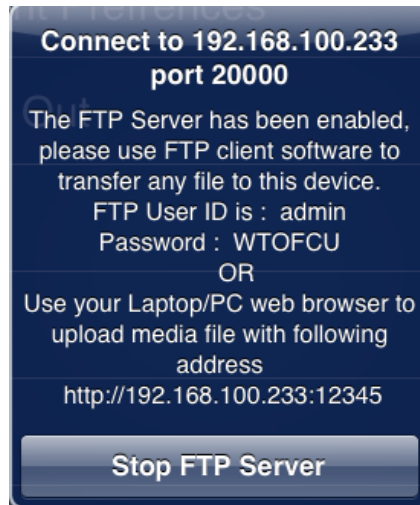
To add media files to My Media through HTTP:

- Open Web Browser at your PC/Laptop
- Enter http:// <IP Address of your iPad/iPhone>:12345
E.g. <http://192.168.100.161:12345>
- Press Enter, page will open at your browser
- Click on Choose File and browse the file located at your system
- Click on Submit



To add media files to My Media through FTP (required any FTP client, Ex: FileZilla):

- Go to More
- Click on Media File Transfer
- Information message will pop up with User Id and Password



- Open FTP Client
- Host Name = IP Address of iPad/ iPhone
- User Name = admin
- Password = available at message
- Port = 20000
- Select any file from your local system and add it to iPad/iPhone

To add media files to My Media from iTunes:

- Connect you iPad/iPhone to PC/Laptop
- Open iTunes
- Select your device from devices from left pane
- Select Apps from top pane
- Scroll Down and Select ConnectMe from File Sharing
- Click on Add and choose desired media files to add

Once files are added to My Media, you can play them back on Gateway.

To remove media files from My Media:

- Select the media file

- Click at  Delete

Playing Media from Multimedia Player

In the main menu, click the Multimedia button to start the Multimedia Player.

To play media file from Multimedia Player:

- Select any media file from `wow Gateway` *or* `Video Library` *or* `My Media`, then click the `Play` button
- While playing, click the:
 - `Play/Pause` button to pause and resume playback
 - `Stop` button to stop playing
 - `Forward` and `rewind` button to forward or rewind playing media file.

To filter the media files for a particular type, click the desired button listed at the bottom of Multimedia Player.



Note:

- ❖ Forward and rewind button will not be enable while Media is playing from `My Media`
- ❖ Filter for file type will not be enable at `My Media` tab

To play photos from Multimedia Player:

- Click on `My Photos`
- Click on any photo
- While displaying photos, click :
 - `Next / Previous` button to show next/previous photo

To open Web View from Multimedia Player:

- Click on `My Web View`
- Enter any website in the address bar of browser

To open Documents from Multimedia Player:

- Click on `My Document`
- Click on any document
- While showing document file, click the:
 - `Next / Previous` button to show next/previous page.

Note:

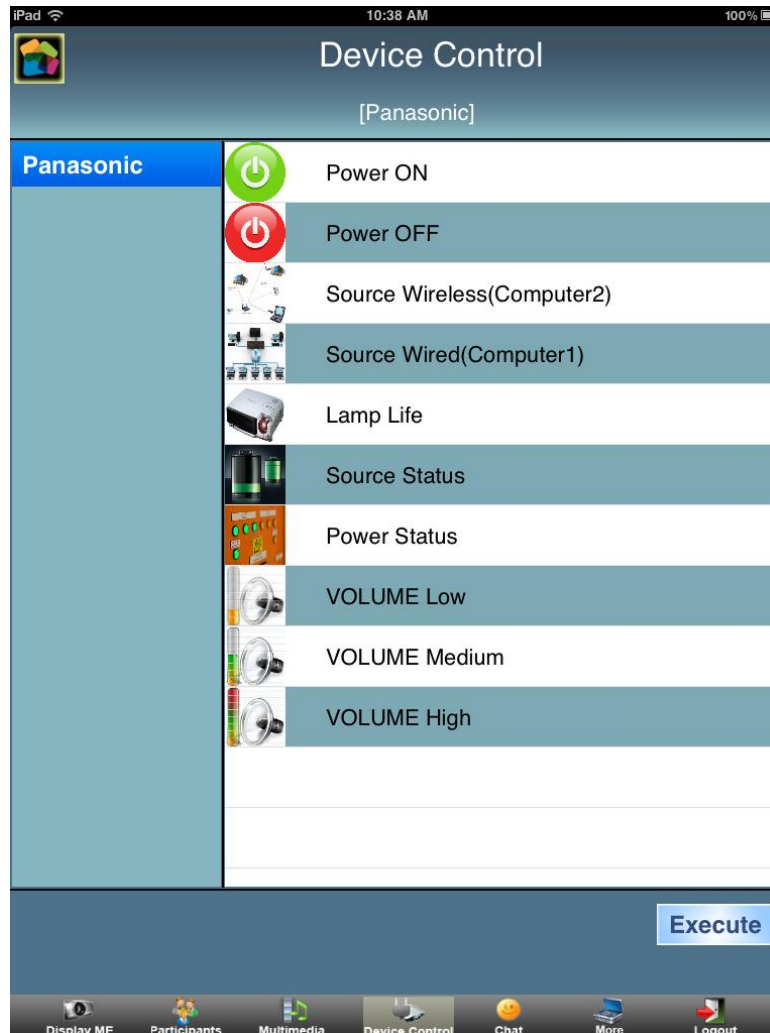
- ❖ User can control the volume of gateway while playing any media
- ❖ Users can not play more than one file at a time from Multimedia player.

Controlling the Projector

You can send commands to the projector connected to VEOS to control pre-programmed features directly from the ConnectME, like powering the projector on or off.



Click on `Device Control` button from the menu list



To send a command to the projector:

- Select the command to be sent
- Click the `Execute` button

User can execute any command.

Note: For this feature to work, a serial data cable must be connected between VEOS and the projector.

Recording Presentations

Presentations can be recorded to media files and played back on WOW Gateway or your computer.




During recording, the projector's screen and the presenter's audio are saved to MPEG movie files on WOW Gateway. The files can be downloaded via an easy-to-use web interface.

Note: Session Recording feature is only available to Staff users.




Navigation: - More > Recording

The screenshot displays the 'Recording Control' application on an iPad. The interface is divided into several sections. At the top, there's a status bar showing 'iPad', signal strength, time '10:38 AM', and battery level '100%'. Below this is a header with the title 'Recording Control'. The main area is split into two columns: 'Recording Control' and 'Preview Control'. Each column contains three icons: a red microphone, a green play button, and a red stop button. Below these columns is a section titled 'Fill the Details below and Press Submit'. This section contains four text input fields labeled 'Teacher Name :', 'Room Name :', 'Presentation Subject :', and 'Presentation Description :'. At the bottom right of this section are two buttons: 'Submit' and 'Cancel'. The very bottom of the screen features a dock with seven icons and labels: 'Display ME', 'Participants', 'Multimedia', 'Device Control', 'Chat', 'More', and 'Logout'.

Under `Recording Control`, three buttons are available:

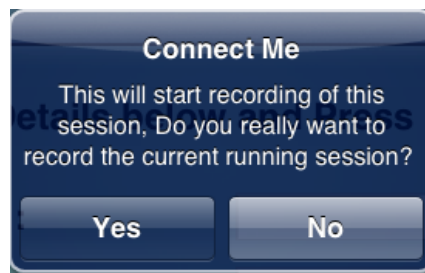
-  **Record:** Start recording
The ConnectME will indicate to all other Staff participants that a recording is in progress
-  **Pause:** Pause and resume the recording
When paused, the current Staff presenter is able to use the three buttons under `Preview Control` to play the currently recorded presentation
-  **Stop:** Stop recording

Under `Preview Control`, three buttons are available:

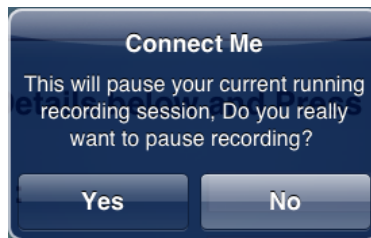
-  **Preview:** Start preview of recording
The ConnectME will indicate to all other Staff participants that a preview of recording is running.
-  **Pause Preview:** Pause and resume the running preview of recording.
-  **Stop Preview:** Stop preview of recording

Note: These buttons are shared by all Staff users and they can collaborative start, pause, resume and stop recordings in progress.

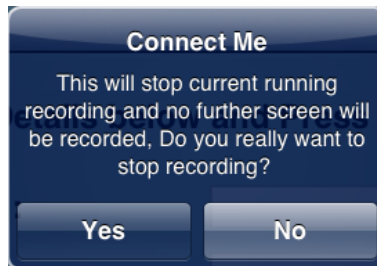
When the record button is pressed, you will be prompted to confirm the recording:



When the pause button is pressed while a recording is in progress, you will be asked to confirm the action:



When the stop button is pressed while a recording is in progress, you will be asked to confirm the action:



After a recording is stopped, fill in the details of the presentation:

The image shows an iPad screen with the "Recording Control" app. The status bar at the top shows "iPad", signal strength, "10:39 AM", and "100%" battery. The app has a header "Recording Control". Below it are two sections: "Recording Control" and "Preview Control", each containing three icons. The main section is titled "Fill the Details below and Press Submit" and contains four form fields: "Teacher Name : John", "Room Name : WOWGateway", "Presentation Subject : Class Recording", and "Presentation Description : Class Recording". At the bottom right of this section are "Submit" and "Cancel" buttons. The iPad dock at the very bottom contains icons for "Display ME", "Participants", "Multimedia", "Device Control", "Chat", "More", and "Logout".

- Click the `Submit` button to save recording to WOW Gateway
- Click the `Cancel` button to discard recording

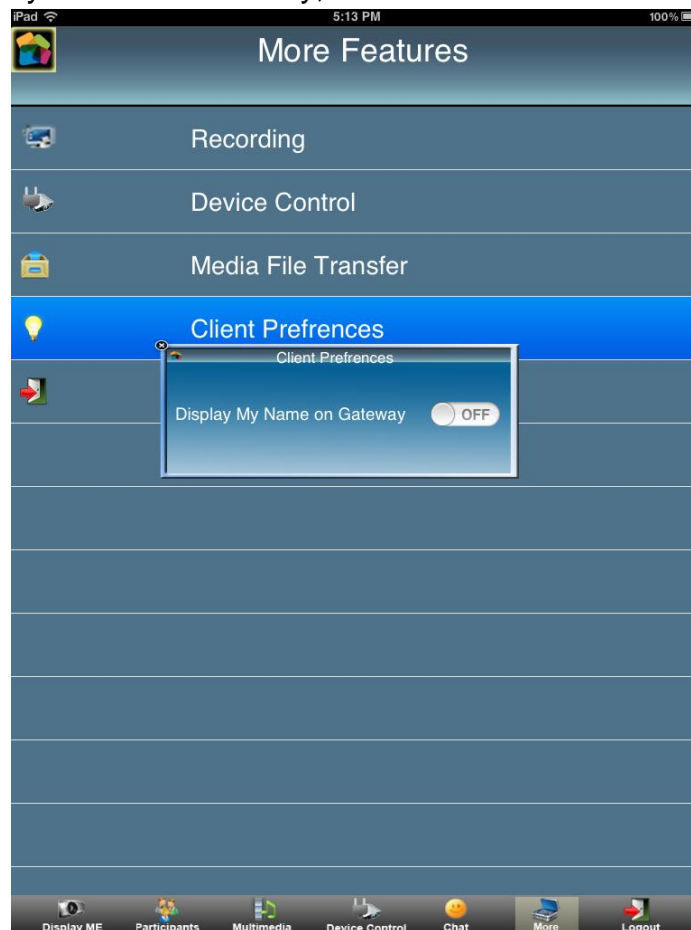
Client Preference

User can set the preference to show his name at gateway while presentation.

Navigation: - More > Client Preference

To set preference for show User's name on Gateway:

- Go to More
- Click on Client Preference
- Set Display My Name on Gateway, On / Off.



Logout

Click **Logout** in the toolbar to end the session.





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WOW Vision Pte. Ltd.

45 Ubi Road 1

#05-03 Summit Building

Singapore 408696

Tel: +65 6740 5678

Fax: +65 6749 7728

Web: <http://www.wow-vision.com/>

Email: support@wow-vision.com