

# **CP10**

# **Collaboration Controller**

## **User Manual**



## **Federal Communications Commission Statement**

NOTE: This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radiofrequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

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.

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.

### **Warning:**

This is a class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

This Class A digital apparatus complies with Canadian ICES-003. Cet appareil numérique de la classe A est conforme à la norme NMB-003 du Canada.

## **DISCLAIMER**

No warranty or representation, either expressed or implied, is made with respect to the contents of this documentation, its quality, performance, merchantability, or fitness for a particular purpose. Information presented in this documentation has been carefully checked for reliability; however, no responsibility is assumed for inaccuracies. The information contained in this documentation is subject to change without notice.

In no event will AVer Information Inc. be liable for direct, indirect, special, incidental, or consequential damages arising out of the use or inability to use this product or documentation, even if advised of the possibility of such damages.

## **TRADEMARKS**

"AVer" is a trademark owned by AVer Information Inc. Other trademarks used herein for description purpose only belong to each of their companies.

## COPYRIGHT

©2021 AVer Information Inc. All rights reserved.

All rights of this object belong to AVer Information Inc. Reproduced or transmitted in any form or by any means without the prior written permission of AVer Information Inc. is prohibited. All information or specifications are subject to change without prior notice.

## NOTICE

SPECIFICATIONS ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE. THE INFORMATION CONTAINED HEREIN IS TO BE CONSIDERED FOR REFERENCE ONLY.

## 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.
- Do not drop the camera or subject it to physical shock.
- Use correct power supply voltage to avoid damaging camera.
- Do not place the camera where the cord can be stepped on as this may result in fraying or damage to the lead or the plug.
- Hold the bottom of the camera with both hands to move the camera. Do not grab the lens or lens holder to move the camera.

## MORE HELP

For FAQs, technical support, software and user manual download, please visit:

**Global:** <https://www.aver.com/HelpCenter/conferencing-collaboration>

**USA:** <https://www.averusa.com/business/support/>

**Europe:** <https://www.avereurope.com/download-center/>

Technical Support:

**Global:** <https://aver.com/technical-support>

**USA:** <https://averusa.force.com/support/s/contactsupport>

**Europe:** <https://www.avereurope.com/technical-support/>

## Contact Information

### Global

AVer Information Inc.  
<https://www.aver.com>  
8F, No.157, Da-An Rd.,  
Tucheng Dist.,  
New Taipei City 23673,  
Taiwan  
Tel: +886 (2) 2269 8535

### USA

AVer Information Inc.  
<https://www.averusa.com>  
668 Mission Ct.,  
Fremont, CA 94539, USA  
Tel: +1 (408) 263 3828  
Toll-free: +1 (877) 528 7824  
Technical support:  
[support.usa@aver.com](mailto:support.usa@aver.com)

### European Headquarters

AVer Information Europe B.V.  
<https://www.avereurope.com>  
Westblaak 140, 3012KM,  
Rotterdam, Netherlands  
Tel: +31 (0) 10 7600 550  
Technical support:  
[eu.rma@aver.com](mailto:eu.rma@aver.com)

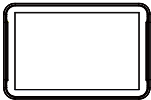
# **Contents**

Package Contents.....	1
Optional Accessories .....	1
Overview .....	1
Power Connection.....	2
LED Status .....	3
Connecting CP10 to Internet.....	3
System Configuration.....	7
(A).....	7
(B).....	8
How to Pair a Computer with CP10 while Running Zoom Rooms Controller	
Application.....	9
CP10 Main Page.....	11
Scan and Connect AVer USB Cameras .....	17
AVer PTZ App.....	26
PTZ.....	26
Set up the Preset.....	27
Select the Preset Point .....	29

Audio.....	30
Tracking Mode .....	31
Setting and System .....	34

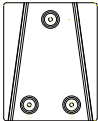
# Package Contents

CP10	Quick Guide	Warranty Card
------	-------------	---------------

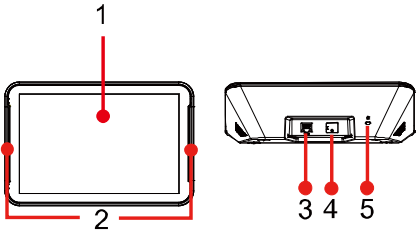


# Optional Accessories

1-port PoE+ Injector	Wall Mount Bracket
----------------------	--------------------



# Overview



1	Touchscreen
2	Status LEDs
3	PoE+ Port*
4	USB 2.0 Type A Port**
5	Kensington Lock

\*Please use CAT 5e FTP cable (not included).

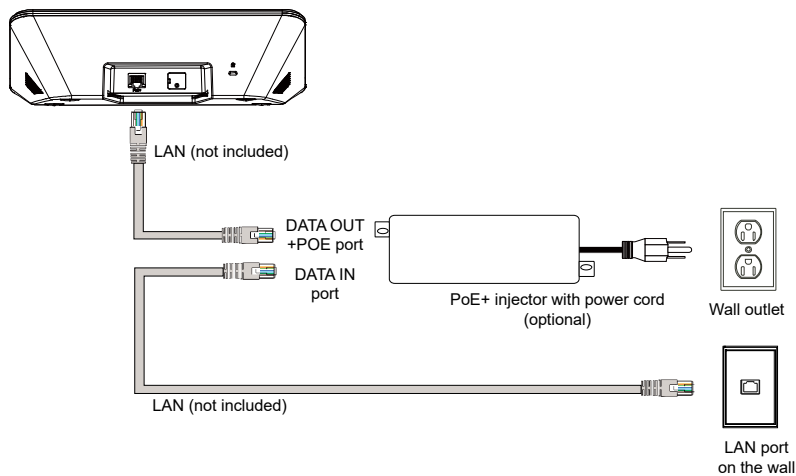
\*Power over Ethernet plus (PoE+), compatible with IEEE 802.3AT.

\*\*For trouble shooting, diagnosis only.

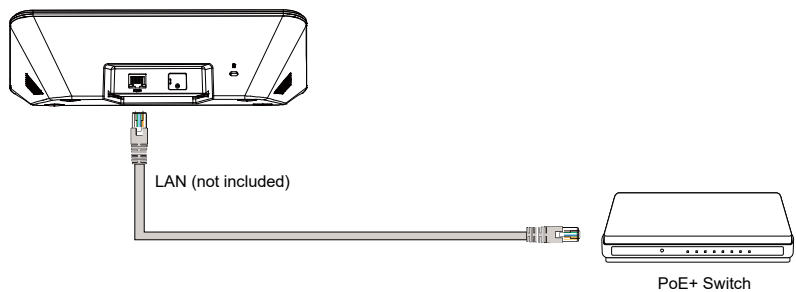
# Power Connection

There are two ways to power the CP10.

- **With a PoE+ injector:** Plug the power cord of the PoE+ injector into the wall. Connect the PoE+ injector to the CP10 and to the network using LAN cables.



- **With a PoE+ switch:** Connect the CP10 to a PoE+ switch using a LAN cable. Please use the PoE+ switch to ensure stable power supply.





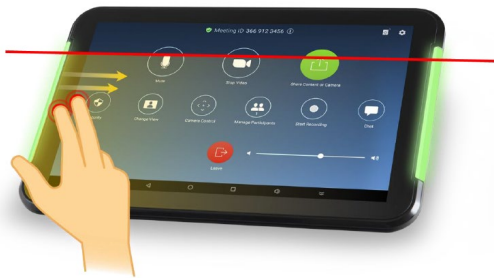
# LED Status

Color	Status
Solid Red	<b>Choose controller mode of Zoom Rooms:</b> Mute <b>Choose calendar mode of Zoom Rooms:</b> The room has an on-going meeting.
Solid Green	<b>Choose controller mode of Zoom Rooms:</b> Unmute <b>Choose calendar mode of Zoom Rooms:</b> The room does not have on-going meeting.
Solid Blue	<b>AVer PTZApp is running and Live View is open.</b>

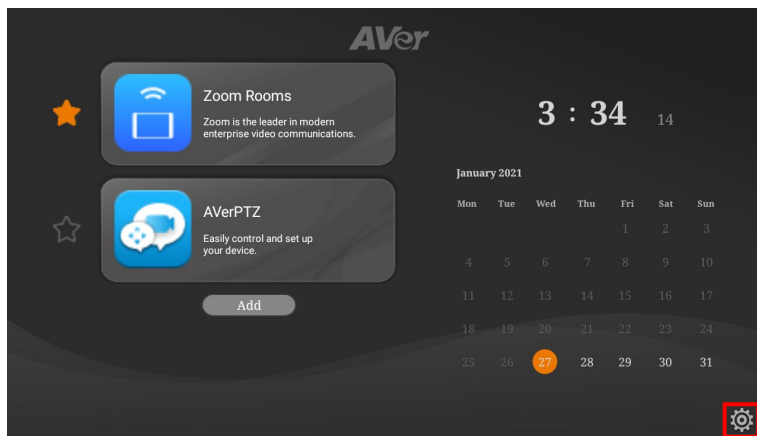
## Connecting CP10 to Internet

Follow below steps to make sure CP10 has the same LAN network as meeting room PC.

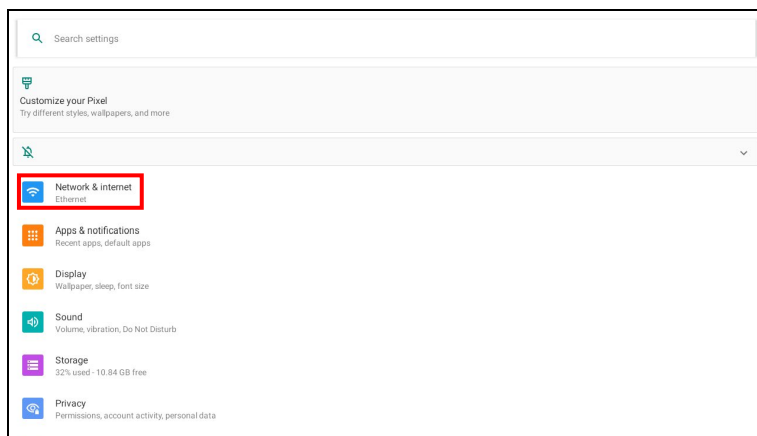
1. Unpack CP10 and power it to connect it to internet (see Power Connection on page 2).
2. CP10 will bring up Zoom Rooms app once powered on. You will need to go back to main page to configure the IP address of the CP10. While in Zoom Rooms screen, please swipe two fingers on the left 2/3 of the screen for 1~2 times within 3 seconds to leave Zoom Rooms and access the main page. Through this mechanism, it will avoid end-users to easily leave Zoom Rooms screen without IT people's authorization.



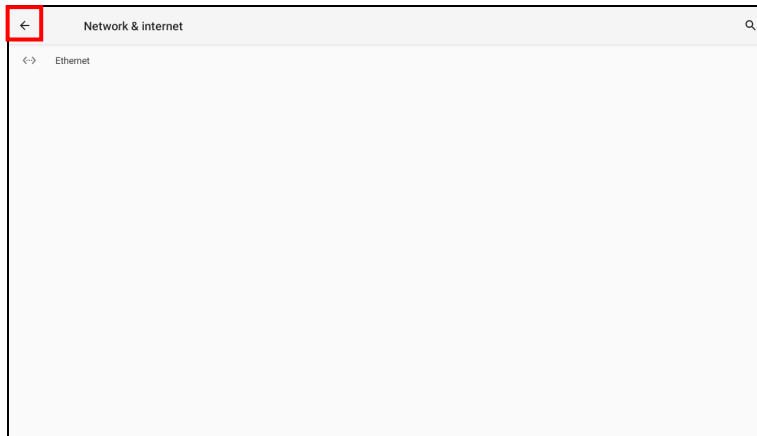
3. The default IP setting of CP10 is DHCP. To change it to Static IP, please tap the setting icon to enter the setting page.



Tap **Network & internet > Ethernet > Ethernet Ip mode > static**. Configure the Static IP and click Connect.

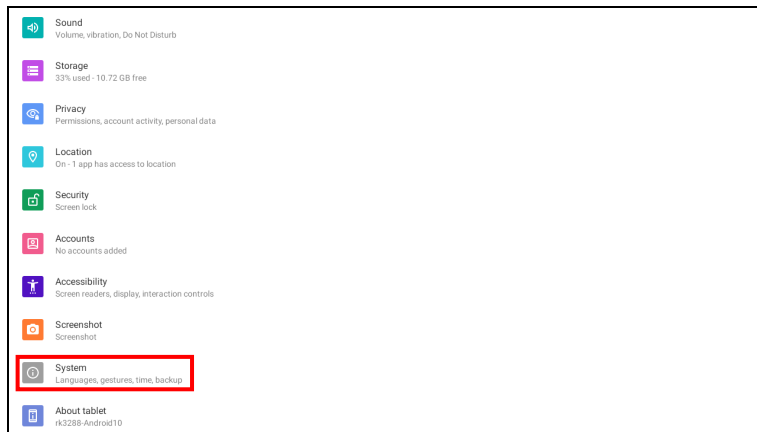


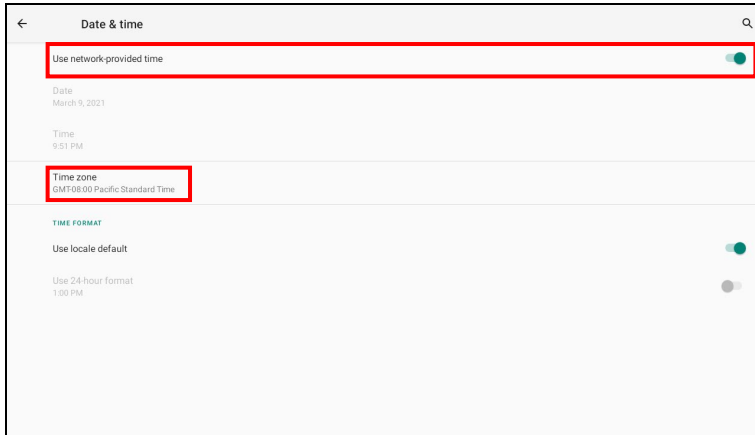
To go back to the setting page, tap arrow icon on the top.



If your network is working, please follow below steps to sync time. Tap **System** > **Date & time**.

Enable “Use network-provided time” first and tap “Time zone” to select your time zone. You will see the time change to your local time.





If your network is NOT working, please follow below steps to sync time. Tap **System > Date & time**. Disable “Use network-provided time” first and tap “Time” to adjust the time. You will see the time change to your local time.

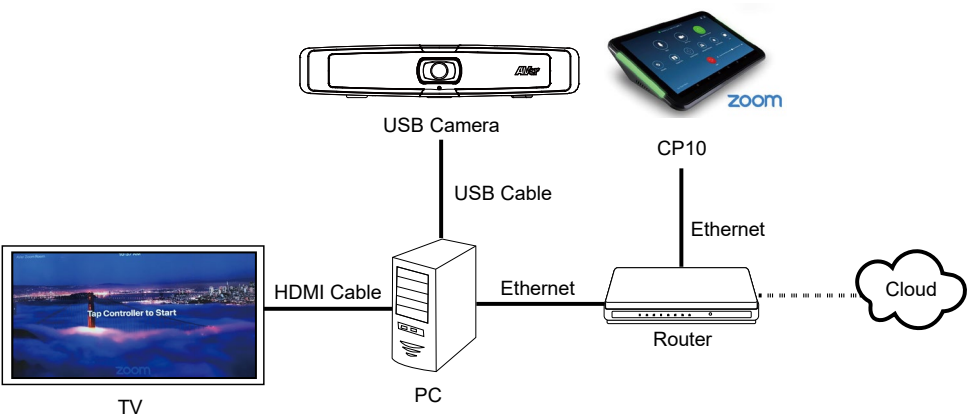
4. Please swipe two fingers on the left 2/3 of the screen for 1~2 times within 3 seconds to leave the internet setting page and access the main page. Through this mechanism, it can avoid end-users to easily leave setting page without IT people’s authorization.

# System Configuration

## (A)

This configuration is for running Zoom Rooms controller app in CP10.

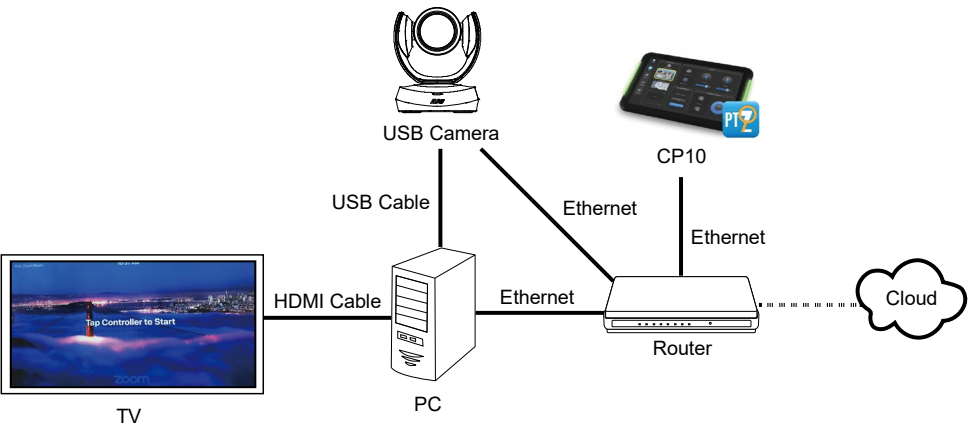
All the USB cameras in the market (following UVC/UAC protocol) can work with CP10 while running Zoom Rooms controller app.



(B)

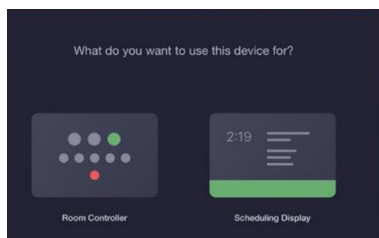
This configuration is for running AVer PTZApp in CP10 and controlling AVer cameras. This case is for meeting room PC running other VC software, such as Skype or Teams and using CP10 to control AVer camera.

**[Note]** PTZApp in CP10 first supports CAM520 Pro/ CAM520 Pro2/ VC520 Pro/ VC520 Pro2/ VB130, AVer cameras with Ethernet connection. All other AVer USBCAM with only USB connection to PC will be supported June 2021.

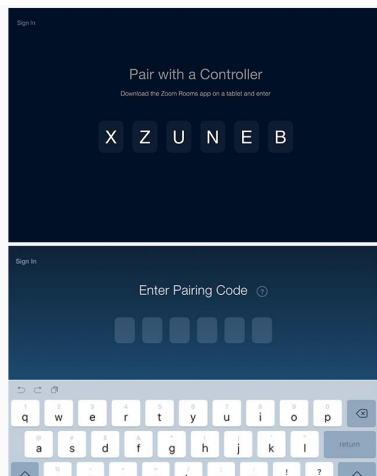


# How to Pair a Computer with CP10 while Running Zoom Rooms Controller Application

1. Install Zoom Rooms Conference Room application on the computer.
2. Open Zoom Rooms app on the computer.
3. Open the Zoom Rooms app on CP10. (Zoom Rooms app is pre-installed in CP10. When you power on CP10, it will launch Zoom Rooms app automatically.)
4. It will show two options: Room Controller and Scheduling Display.



5. To control USB camera during Zoom Rooms meeting, choose Room Controller. The computer will display a pairing code. Enter this code on CP10.



6. On CP10, tap **Sign In**.



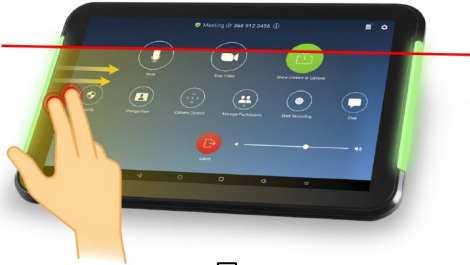
7. Sign in as an account owner, admin, or user with Zoom Rooms privileges to start the ZOOM meeting and use CP10 to control USB camera device.





# CP10 Main Page

The system will bring up Zoom Rooms app as default. While in Zoom Rooms screen, please swipe two fingers on the left 2/3 of the screen 1~2 times within 3 seconds to leave Zoom Rooms and access the main page. Through this mechanism, it can avoid end-users to easily leave Zoom Rooms screen without IT people's authorization.



Main page:

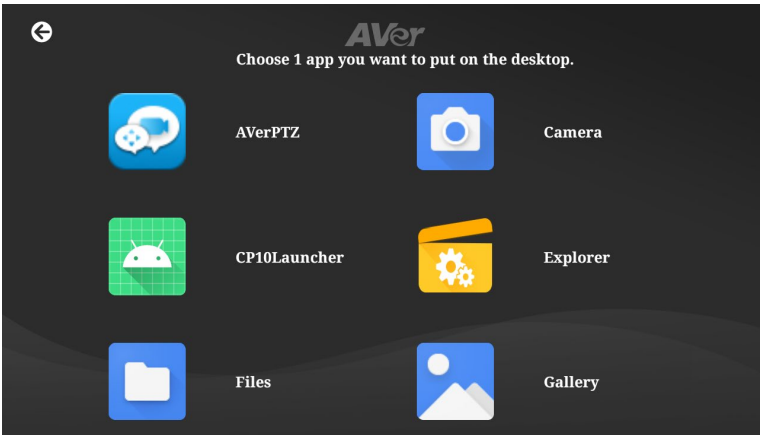
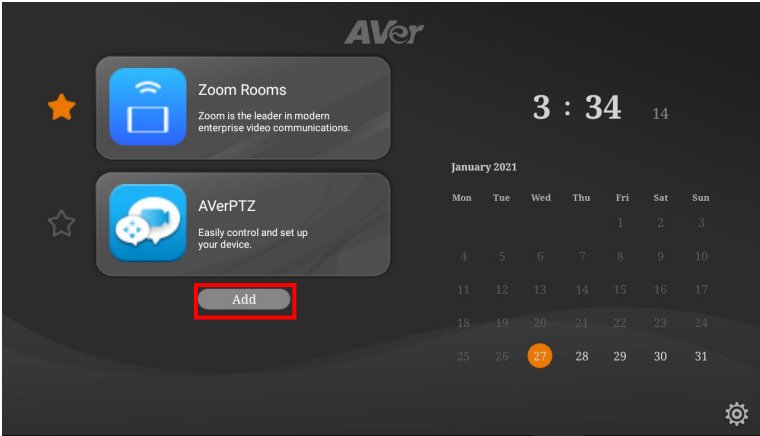


You will see pre-installed Zoom Rooms and AVer PTZ app\*. Tap AVer PTZ app to open it. When you want to close the AVer PTZ app and return to the main page, swipe two fingers on the left 2/3 of the screen 1~2 times within 3 seconds.

## [Notes]

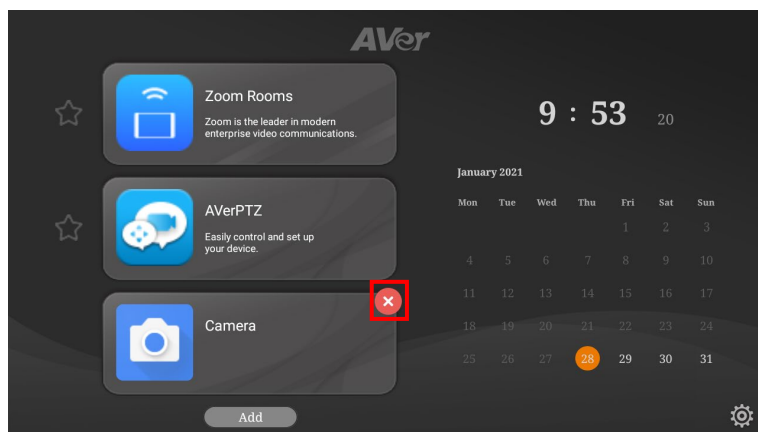
1. The PTZ app in CP10 is different from PC version.
2. The star icon by the app indicates the auto bring up app. Tap the star icon to cancel auto bring up. If user wants to select another app as the auto bring up app, just tap the star icon by the app.

3. Tap **Add** and select an app to add to the main page.

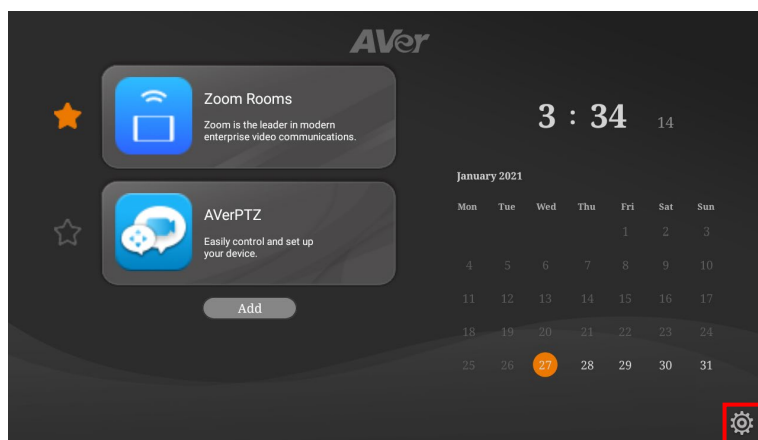


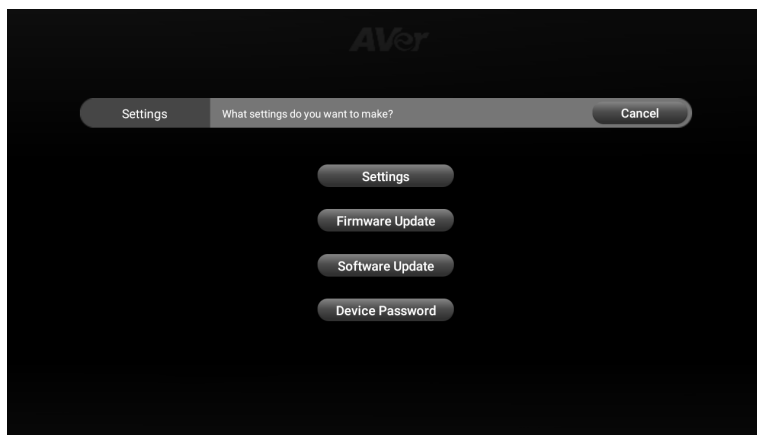
4. To delete the app, tap and hold the app until the x icon appears and select the x icon.

**[Note]** Zoom Rooms and AVer PTZ apps cannot be deleted.



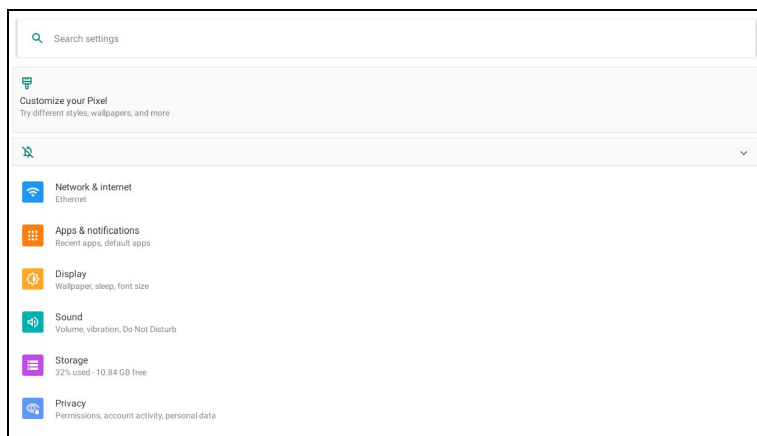
5. Tap the setting icon to open setting page.



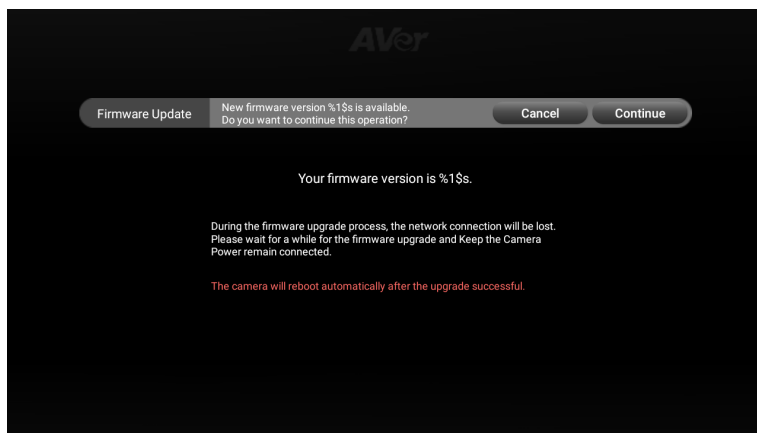


There are four items:

**Settings:** Set up CP10 system, including IP address, languages, panel sleep timer, device sound and CP10 device information, etc.

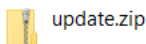


**Firmware Update:** There are two ways to update CP10 firmware. This button is to update FW online.

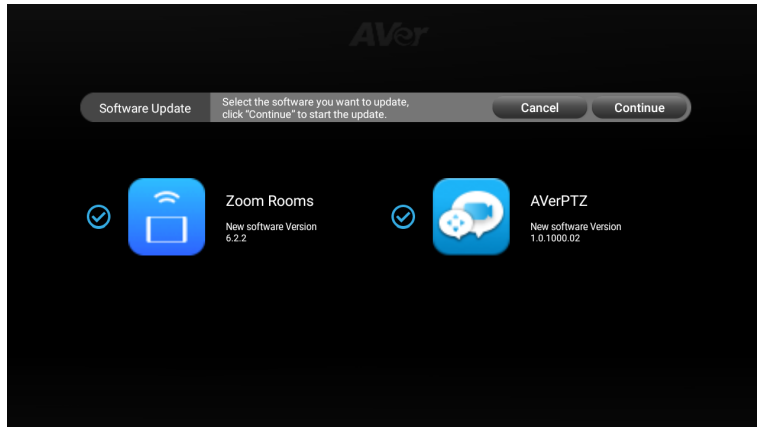


To update firmware locally, please store **ZIPPED** firmware file into an external USB stick and plug into USB port of CP10.

**[Note] DO NOT** unzip the firmware file.



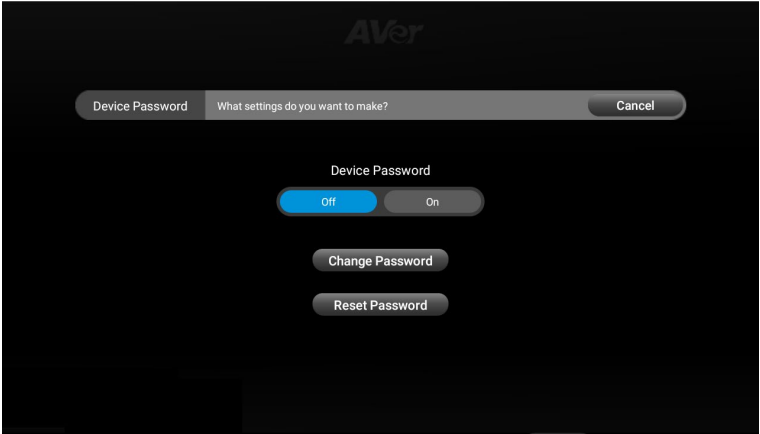
**Software Update:** You can online update AVer PTZApp and Zoom Rooms apps.



**Device Password:** The default password is aver4321. Set up the CP10 password to avoid end-users changing any settings of CP10 without IT people's authorization.

Tap On and Change Password. Follow the on-screen instructions to change the password.

If user wants to reset the password back to default password, tap Reset Password and follow the on-screen instructions.

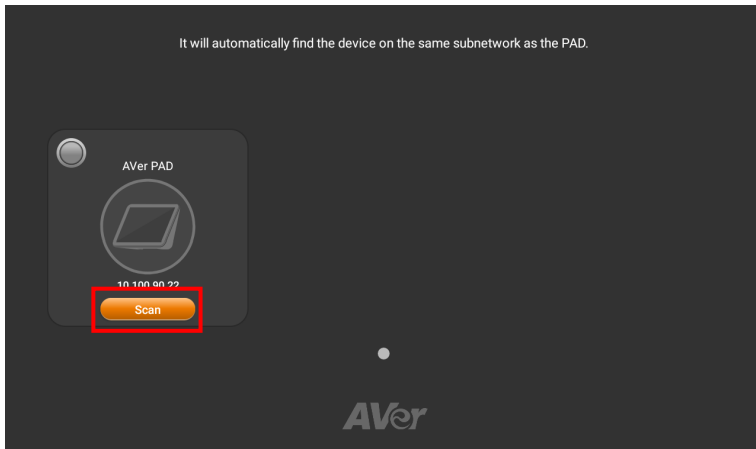


# Scan and Connect AVer USB Cameras

In order to scan AVer USB cameras,

- CP10 needs to have internet connection,
- CP10's IP address is set, and
- AVer PTZ app is running.

1. Tap **Scan** button to search all the USB cameras.



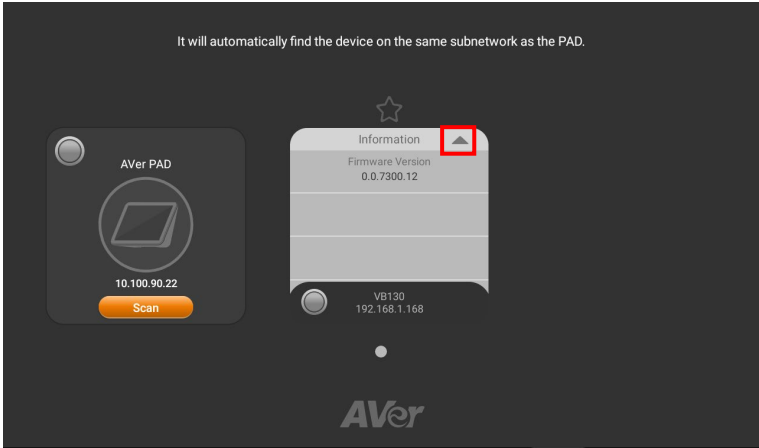
2. The cameras will appear. Make sure that you've changed the camera IP address to be under the same network as CP10. To change IP address of USB camera, please follow the following steps.



3. To review the information of device, tap the triangle.

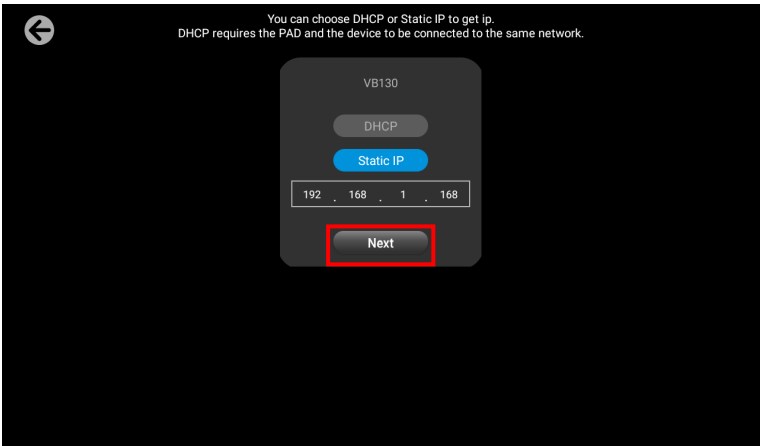


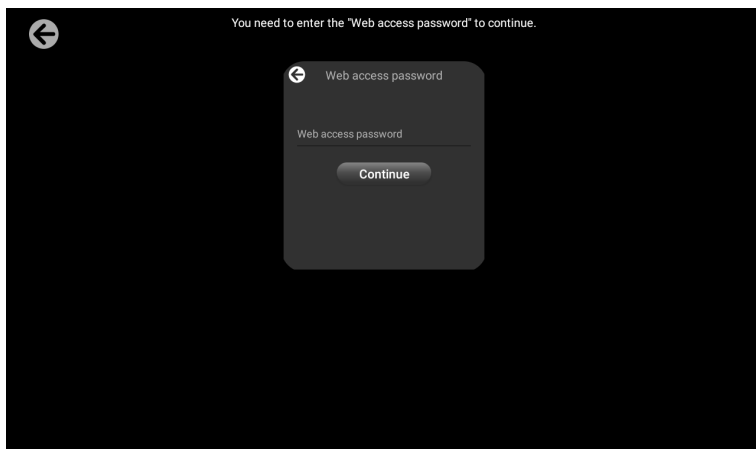
To minimize the information, tap the triangle again.





4. Tap **Set IP** to set the camera's IP. The Web page access password of camera needs to be entered to continue. (If you have not set up web page access password, the default is aver4321.)





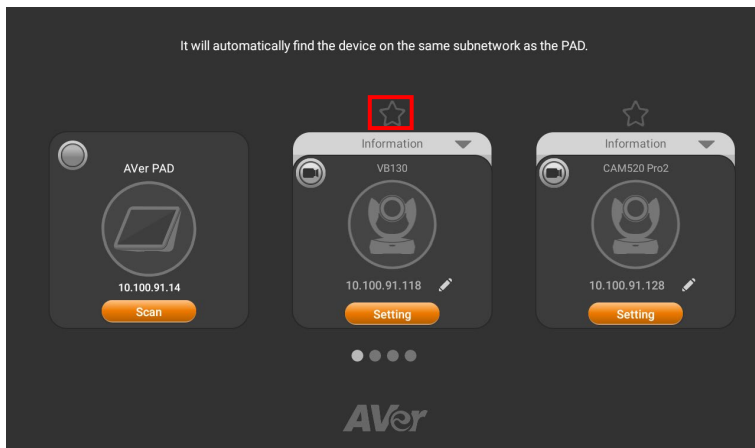
5. New IP and set IP pencil icon will appear. If the device has a camera, the live view icon will also appear. The **Set IP** icon becomes **Setting**, indicating the device is configurable.



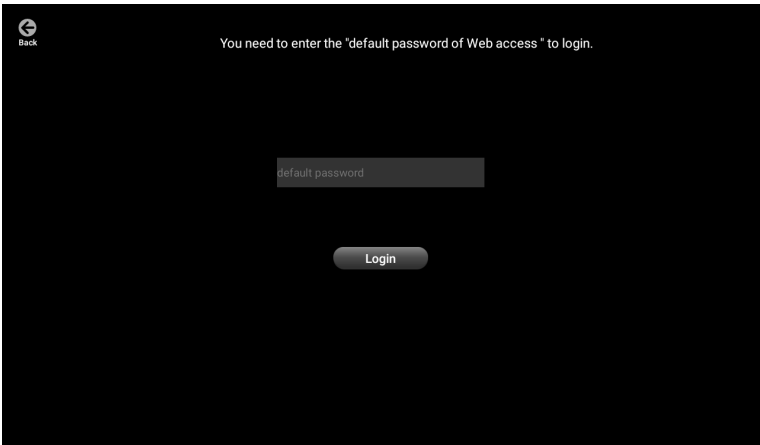
6. Tap the live view icon to open the camera live view.

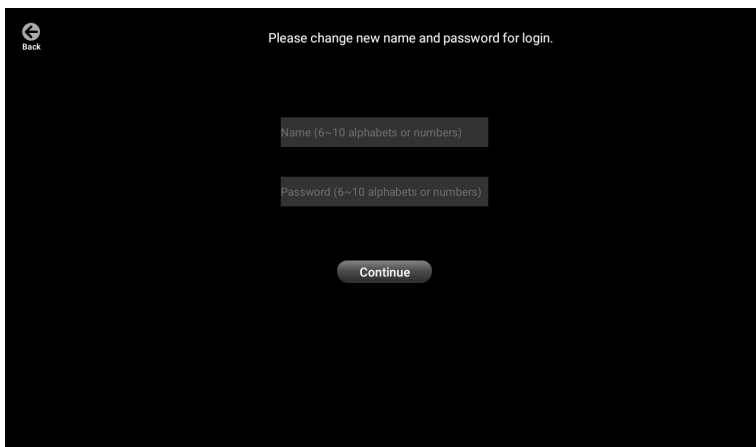


7. If there are more than one AVer USB camera under the same network, all the devices will be listed on the screen of CP10. Tap the star icon to select the auto bring up device. The next time AVer PTZ app is opened, the main page of AVer PTZ app will be skipped and the selected camera will be enabled. Tap the star icon again to cancel the auto bring up.



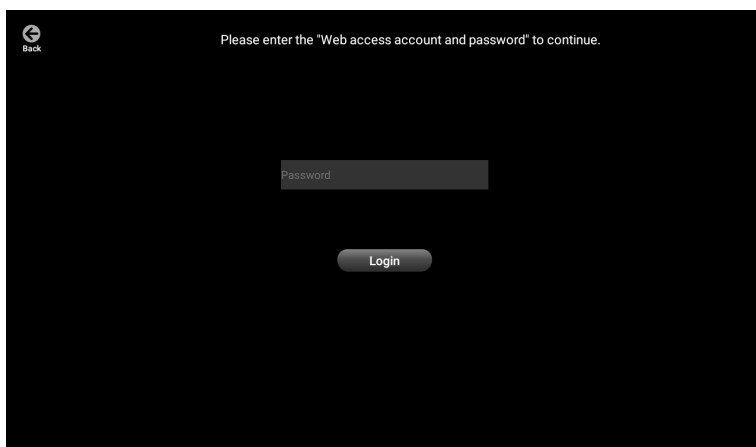
8. Tap **Setting** to enter the setting page of the camera. If it is the first time accessing the camera, you will be required to input camera's default web page password (aver 4321) and set a new account and password.





A screenshot of a login interface on a black background. In the top-left corner, there is a white circular icon with a left-pointing arrow and the word "Back" below it. The main heading at the top center reads "Please change new name and password for login." Below this, there are two white rectangular input fields. The first field is labeled "Name (6~10 alphabets or numbers)" and the second field is labeled "Password (6~10 alphabets or numbers)". At the bottom center, there is a white rounded rectangular button with the text "Continue".

When you try to access the setting page of the camera at a later time, you will be asked to input new account and/or password (depending on device).



A screenshot of a login interface on a black background. In the top-left corner, there is a white circular icon with a left-pointing arrow and the word "Back" below it. The main heading at the top center reads "Please enter the 'Web access account and password' to continue." Below this, there is a single white rectangular input field labeled "Password". At the bottom center, there is a white rounded rectangular button with the text "Login".



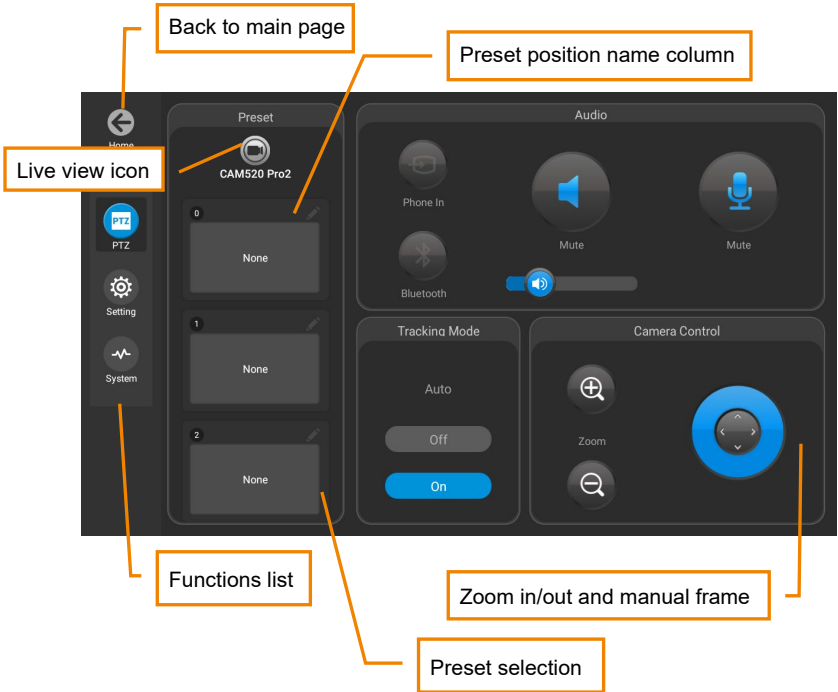
Please enter the "Web access account and password" to continue.

Login

# AVer PTZ App

## PTZ


User can control the camera direction, zoom in/out, and preset selection.

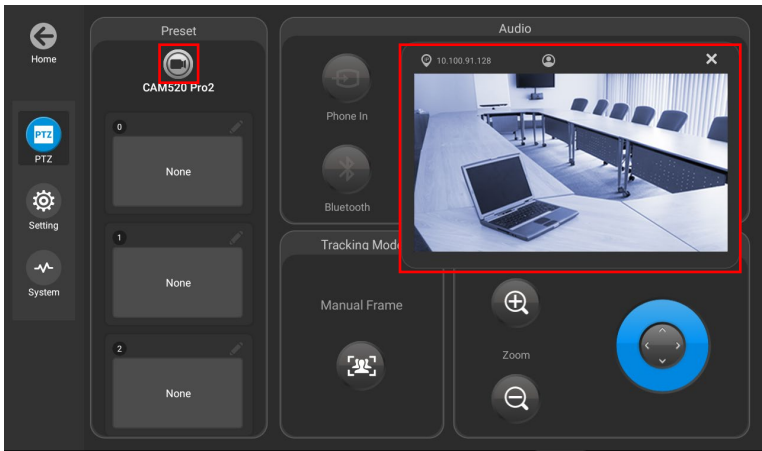




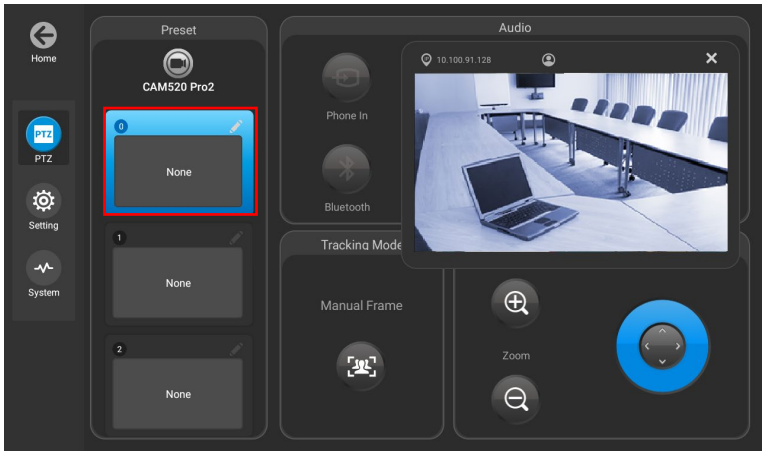
# Set up the Preset

User can set 10 preset positions.

- 1. Tap the live view  icon to turn on camera live view while adjusting settings.

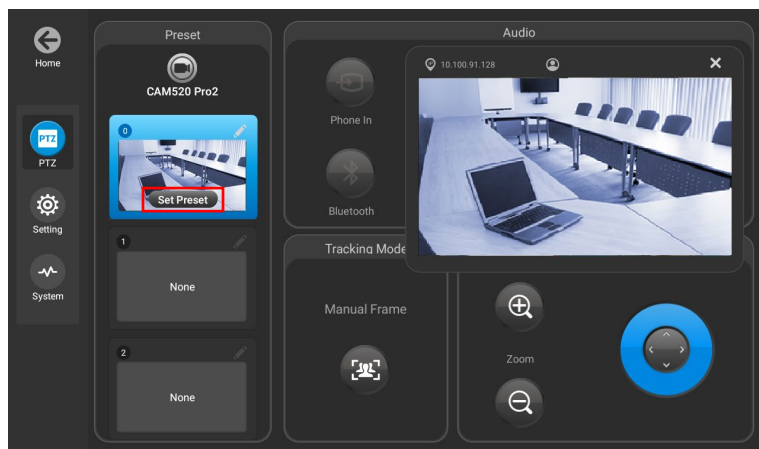


- 2. Select the preset number frame (0~9).



- 3. Use ▲, ▼, ◀, ▶ and zoom in/out buttons to adjust the camera screen view to desired position.

4. Select **"Set Preset"** button to save the preset. The system will capture the preset screen view and display in preset number frame.

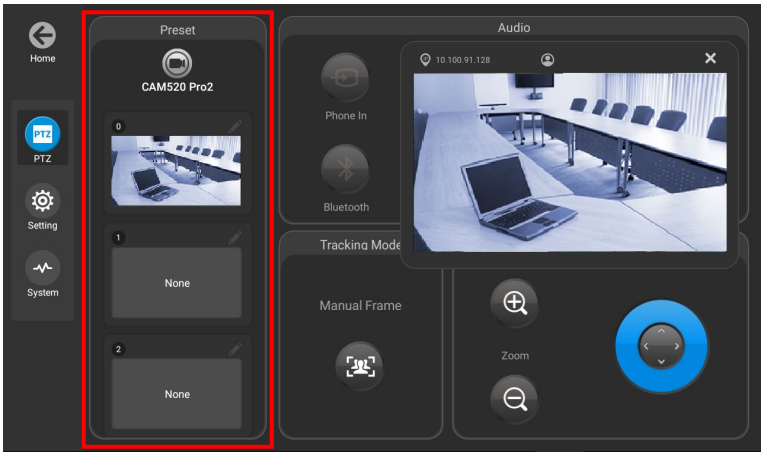


5. Tap pencil icon to edit name of preset frame. Tap other icon to save the edited name.
6. To set another preset, repeat the above steps.

# Select the Preset Point

Preset positions need to be set.

Select the preset point and the live screen will move to the preset screen view.

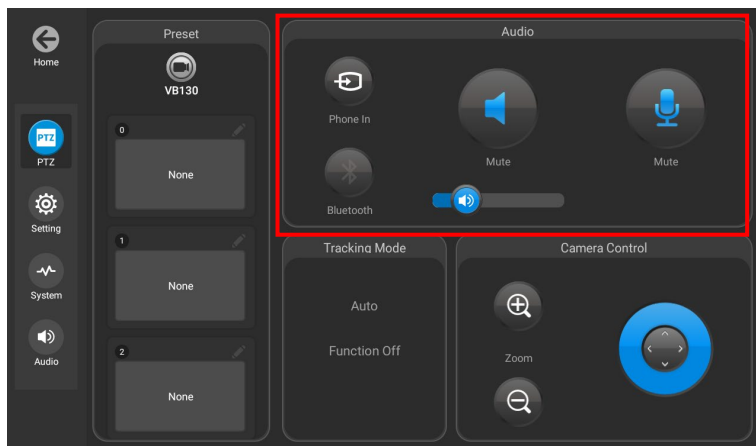


## Audio

1. For AVER USB cameras with audio function such as VC520 Pro2 and VB130, user can use either **Phone In** or **Bluetooth** function at a time.

Tap the **Phone In** icon to enable the function. When **Phone In** is enabled, the icon becomes blue. Tap the **Phone In** icon again to disable the function.

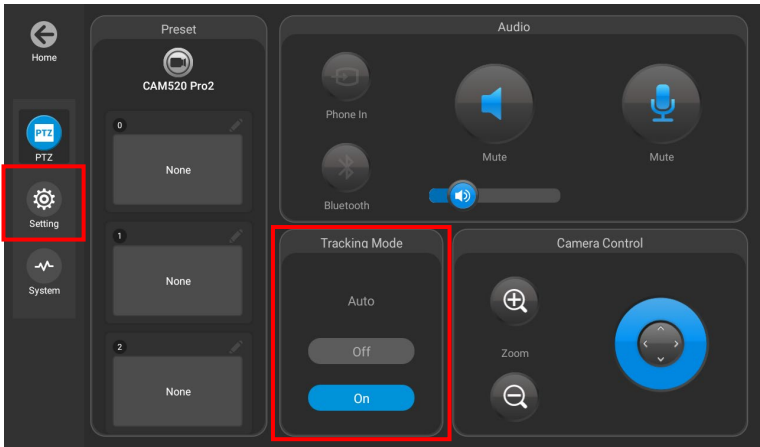
Tap **Bluetooth** icon to start pairing. If pairing succeeds, icon will become stable blue. Tap the icon again to stop pairing.



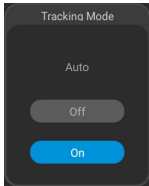
2. Slide the audio bar to adjust the speaker volume.
3. Tap the icons to mute/unmute the speaker/microphone.

# Tracking Mode

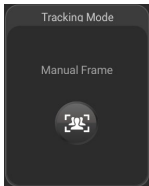
- 1. The current tracking mode, such as Auto Frame, will appear here. To change the tracking mode, please tap **Setting** icon to access. The tracking function varies based on each camera. Please refer to each camera's user manual for more information.



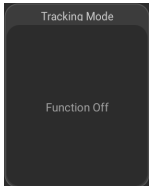
- 2. If the tracking mode is set at Auto Frame, tap On/Off to enable/disable the tracking function.



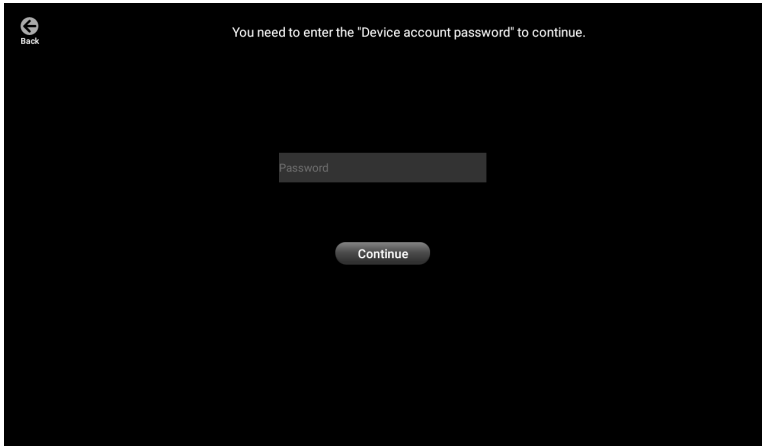
- 3. If the tracking mode is set at Manual Frame, tap the Manual Frame icon to manually frame once.



- 4. When Tracking Mode is set at Off, Function Off message appears.



5. It is required to input device password to access other setting pages or tap Home to leave PTZ App\*. This mechanism is to avoid end-users adjusting settings without IT people's authorization.




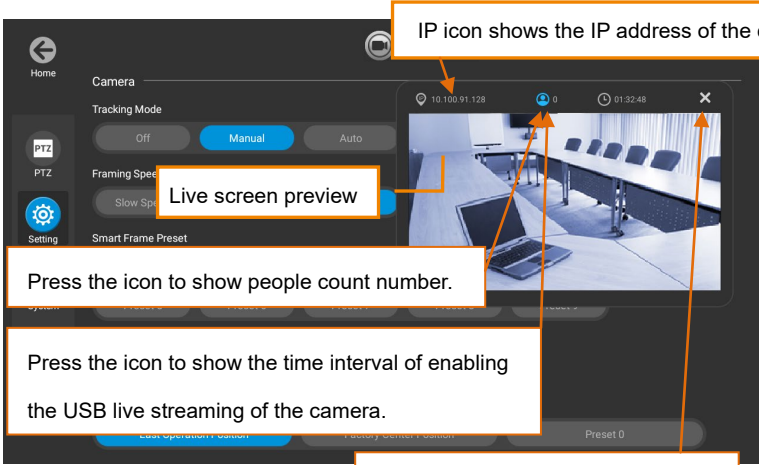
\*To set up device password, please access setting button on the main page and enter Device Password item to set it up. The default is aver4321.





# Setting and System

The video  icon will turn on camera live view while adjusting any settings. Setting and System content vary based on each camera. Please refer to each camera's user manual for more information.



The screenshot shows a camera settings menu. On the left, there are icons for Home, PTZ, and Setting. The main area has 'Camera' and 'Tracking Mode' (Off, Manual, Auto) buttons. Below that is 'Framing Speed' (Slow Sp) and 'Smart Frame Preset'. On the right, a live video feed shows a meeting room. Above the feed, there's an IP address '10.100.91.128', a people count '0', and a time '01:22:48'. A close button 'X' is in the top right corner of the video feed.

IP icon shows the IP address of the camera.

Live screen preview

Press the icon to show people count number.

Press the icon to show the time interval of enabling the USB live streaming of the camera.

Press X button to turn off live view.