

## Using a Cisco C Series Telepresence System for UC Services

CIT has integrated its infrastructure so that your Telepresence system can place and receive calls from other conferencing platforms using a SIP address; Such as:

- CIT hosted Video Conferencing Bridges
- Microsoft Lync
- Skype for Business
- Cisco Jabber
- WebEx
- VoIP phones.

A SIP address will be formatted similarly to an Email Address: username@domain. If you need help determining the SIP address of your conference room, please email [nihtcadmin@mail.nih.gov](mailto:nihtcadmin@mail.nih.gov).

*Note: The capabilities listed in this document are based on the assumption the Cisco C Series device is configured with SIP with the CIT Telepresence Infrastructure and your IC Network allows SNMP and SIP Traffic.*

*Note: This document assumes you have SIP as the default Dial Protocol.*

*Note: This document assumes you are using the Cisco/Tandberg remote that came with your C Series Teleconferencing System to perform the commands. Your conference room may have a Touch Panel system that do not exactly match menus similar to the ones described in this document.*

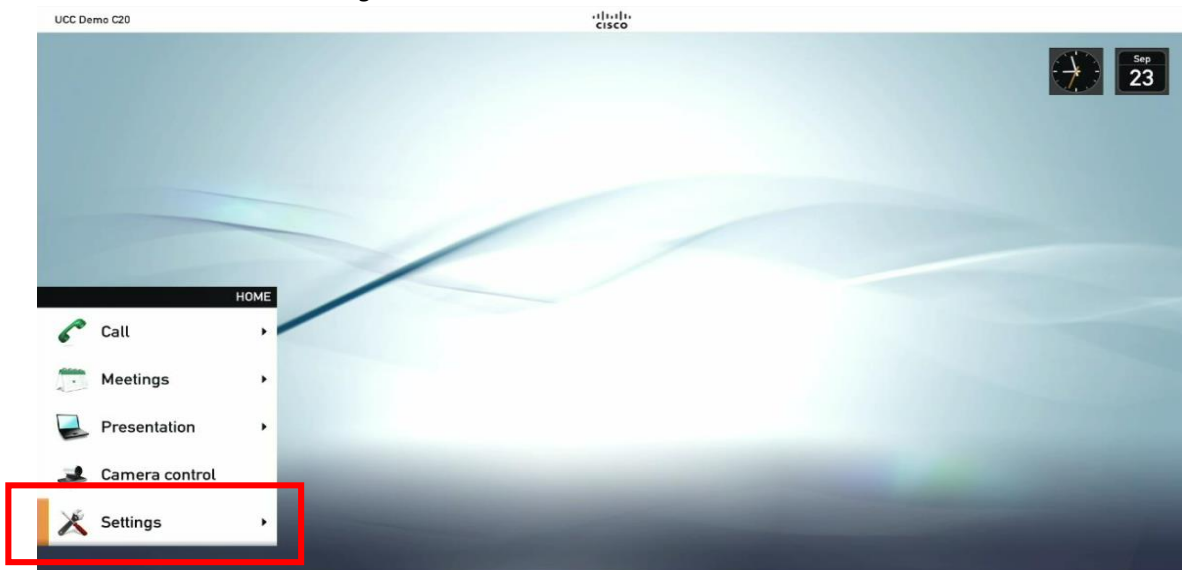
*Here is a picture of the Cisco/Tandberg Remote Control. Your system will should have a remote control that is similar to the picture below.*



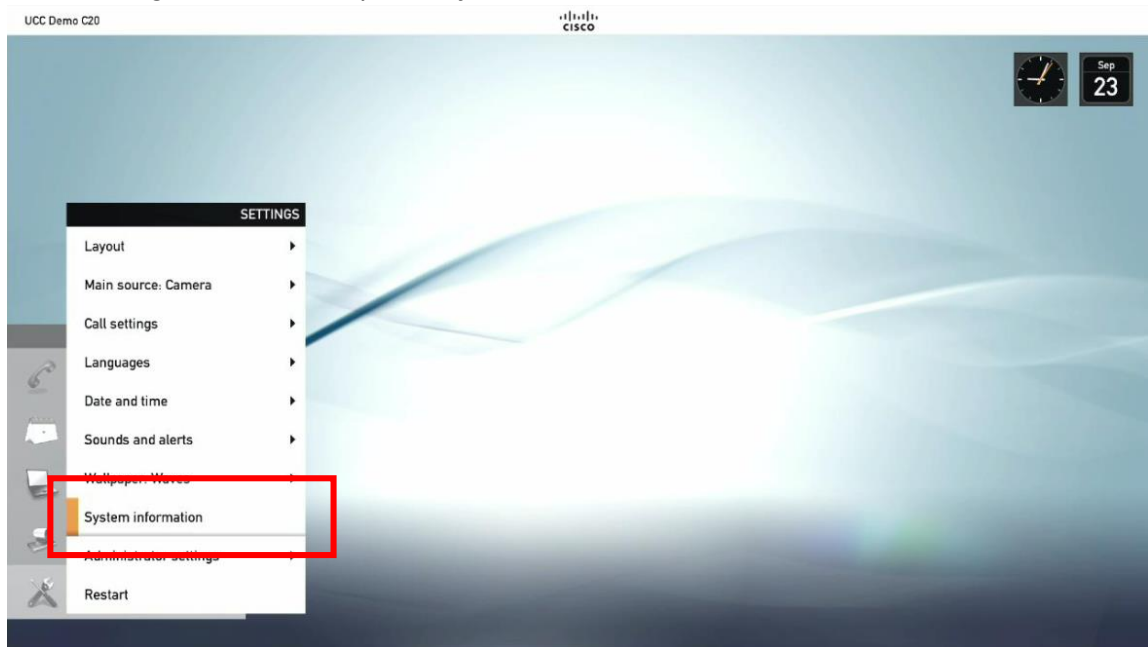
A Picture of the Cisco/Tandberg Remote

## Determining your SIP Address

1. Press any key on the remote control to wake up your Telepresence System and activate the on screen menu. Select *Settings*



2. In the *Settings* Menu, Select *System Information*.



3. Your Telepresence System's Addresses will appear on the next screen. In our example the SIP address is [uccdemoc20@uc.nih.gov](mailto:uccdemoc20@uc.nih.gov). This is circled in Red

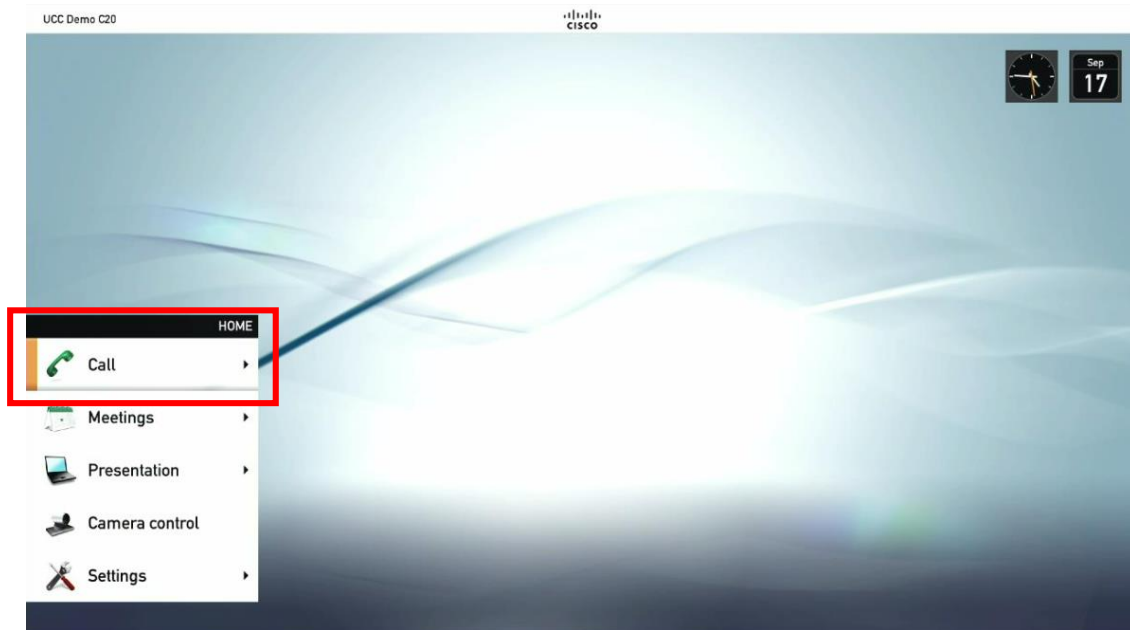
UCC DEMO C20

<b>System information</b>		<b>Call status</b>				
System name:	UCC Demo C20	Remote URI:	n/a			
Uptime:	1 day, 20 hours, 9 minutes	Call rate:	n/a			
		Protocol:	n/a			
<b>NETWORK</b>		<b>VIDEO</b>	Transmit	Presentation	Receive	Presentation
IPv4 address:	128.231.41.135	Protocol:	n/a	n/a	n/a	n/a
IPv6 address:	n/a	Resolution:	n/a	n/a	n/a	n/a
<b>H323</b>		Frame rate:	n/a	n/a	n/a	n/a
Number:	3014805811	Channel rate:	n/a	n/a	n/a	n/a
ID:	CIT UCC Demo C20	Total packet loss (%):	n/a	n/a	n/a	n/a
Gatekeeper:	n/a	Current packet loss (%):	n/a	n/a	n/a	n/a
Status:	Inactive.	Jitter:	n/a	n/a	n/a	n/a
<b>SIP</b>		<b>AUDIO</b>	Transmit	Receive		
Address:	uccdemoc20@uc.nih.gov	Protocol:	n/a	n/a		
Proxy:	10.129.7.5:5060	Channel rate:	n/a	n/a		
Status:	Registered, Unsecured, Not verified	Total packet loss (%):	n/a	n/a		
<b>SOFTWARE</b>		Current packet loss (%):	n/a	n/a		
Version:	TC7.3.2.14ad7cc	Jitter:	n/a	n/a		
Options installed:	HighDefinition, NaturalPresenter	<b>ENCRYPTION</b>				
<b>HARDWARE</b>		Type:	n/a			
Module serial number:	F1AN18000451	Status:	n/a			
MAC address:	00:50:60:0C:CF:EB					

System configuration Exit

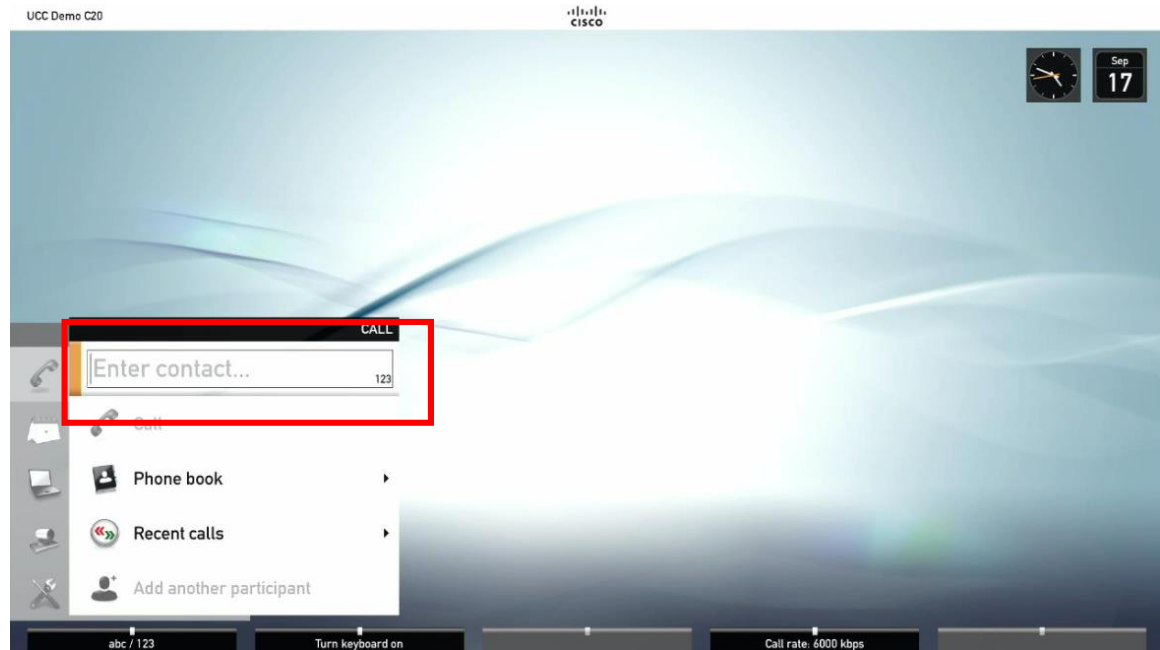
## Placing a Call

1. Press any key on the remote control to wake up your Telepresence System and activate the on screen menu
2. Select *Call* to bring up the contact address field in the next menu



3. Use the Remote Control to type in the SIP address of the location you are trying to call to. You can use the. Press and hold the # key on the remote to toggle between typing numbers and letters. The C Button or *Cancel* Button on the remote will allow you to backspace.

*Note: If you do not add a domain to the SIP, the system will add the domain "uc.nih.gov" to the address by default. For example a call to "uc.test" will result in "[uc.test@uc.nih.gov](mailto:uc.test@uc.nih.gov)"*



4. Select *Call* or press the Call Button on the remote to initiate the call.

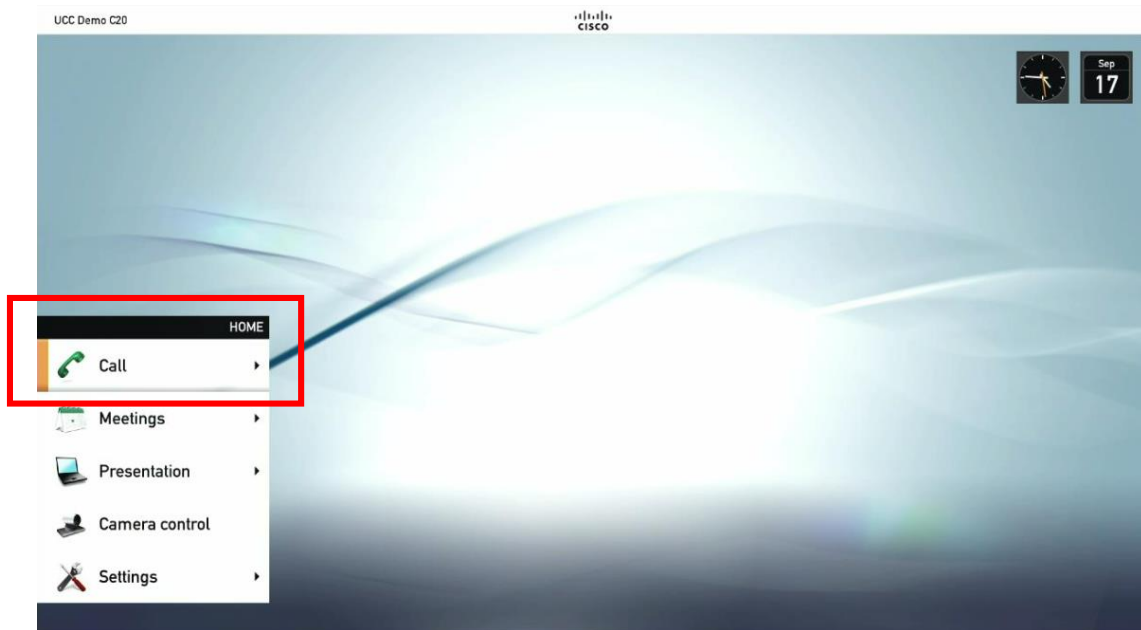
**Tip:** You can use your Telepresence system as a VOIP Phone. Dial "91" then a 10 digit Phone number. The Call will connect using CIT's VoIP infrastructure.

**Tip:** Your Telepresence system has a SIP address that can be dialed by people using Microsoft Lync, Cisco Jabber and other Telepresence Systems.

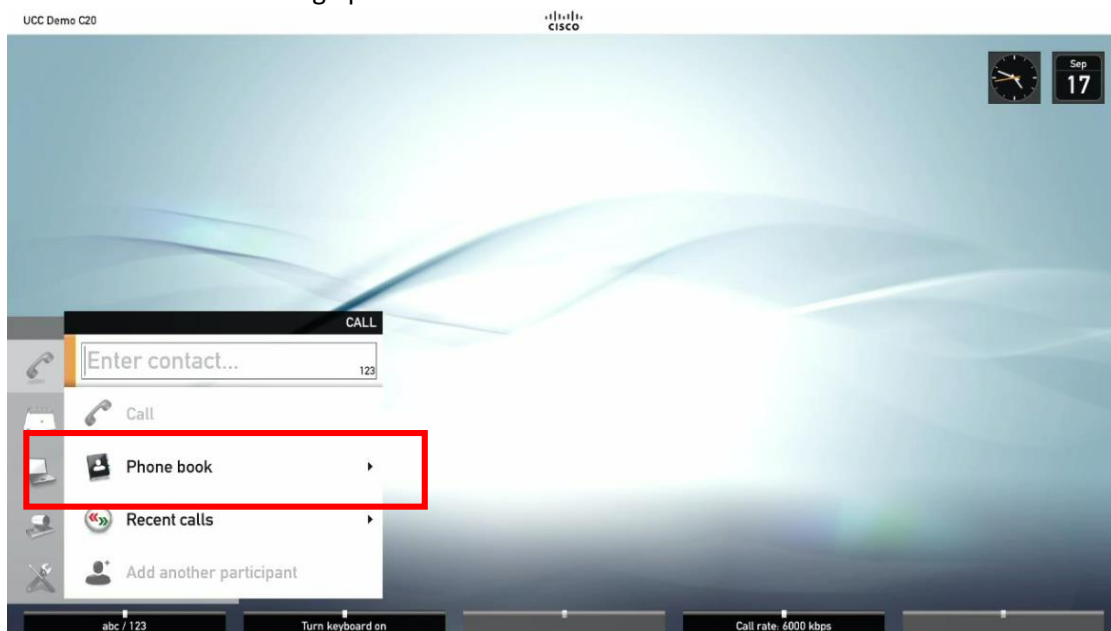
**Tip:** The SIP address can also be dialed by systems outside of the NIH network; you do not need to request a firewall exemption or provide people your Telepresence System's IP address.

## Placing a Call from the Phone Book

1. Press any key on the remote control to wake up your Telepresence System and activate the on screen menu
2. Select Call to bring up the address field



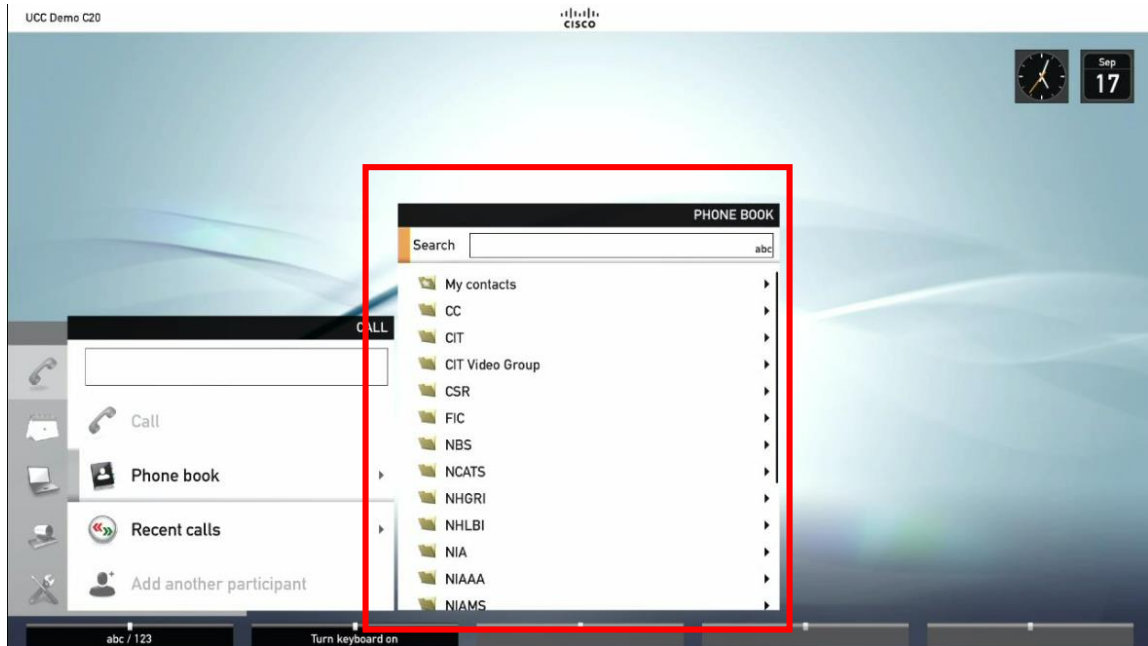
3. Select *Phone Book* to bring up the Phone book Menu.



4. Use the Remote Control to Browse the Phone Book folders. The Phone book Folders are arranged by Institute/Center. You can also search the phonebook using the search space at the top of the menu.

*Note: Only Video Teleconferencing/Telepresence Systems using CIT's infrastructure will appear in the phone book. If there is a location that you think should be in the phonebook, please notify us at @ [nihvtcadmin@mail.nih.gov](mailto:nihvtcadmin@mail.nih.gov).*

*Tip: You can manually add contacts to the phone book for easier dialing in future calls. They be listed under the "My Contacts"*





Alternately, you can bring up the phone book by pressing the Phone Book Button on the Cisco/Tandberg Remote. The button is circled yellow in the picture below.



## Muting and Unmuting the Microphone

You can mute your microphone for privacy or to prevent any of your background noise to enter the video conference. The Mute Button on the remote is located the remote control. The button is circled in yellow in the picture below. Press the Mute button again to unmute your microphone.



## Adjusting your Camera Angle

You can adjust your camera angle to best fit your seating arrangement.

1. Press the “Ok Menu” button or “✓” (check) button to bring up the Home Menu
2. Select Camera Control



3. Use the Arrow Keys on the remote to adjust the camera left/right/up/down.
4. Use the Zoom/Magnifying Glass buttons on the remote to adjust the camera Zoom.
5. When you are satisfied with the camera alignment, press C or Cancel to exit.

Alternately, you can adjust the Camera at any time when there are no open menus on the screen; just press the arrow buttons or zoom/magnifying glass to quickly enter camera control.

## Displaying a Computer Presentation

*Note: This document assumes you have a computer connected directly to your C Series Telepresence system's DVI Input.*

Using the Cisco/Tandberg remote, Press the Presentation Button on the Remote. The Presentation button has an icon of a Computer Laptop. Older Remotes will have the button labeled as Presentation. Pressing the button a second time will toggle the computer presentation off. The buttons are circled red in the picture below.



If you have any questions or have encountered any problems, please contact [nihvtcadmin@mail.nih.gov](mailto:nihvtcadmin@mail.nih.gov) or call for 301 594 8433, Option 4.