

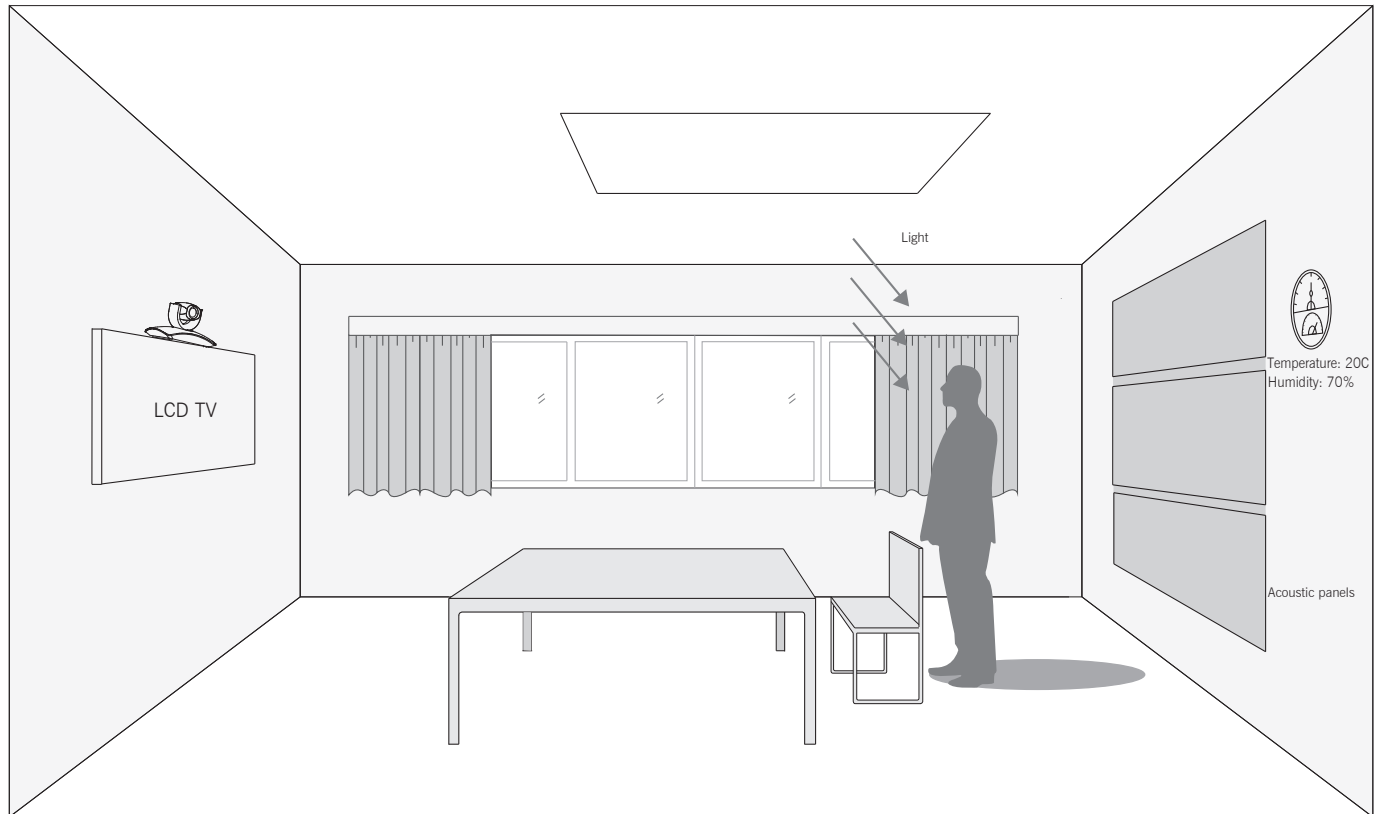
Yealink



Deployment Guide for Your Video Conference Room

Requirements of Video Conference Room

To make the video conferencing system to achieve a good effect, the rational design of the conference room is very important, suggestions are as follows:



1. Conference Room Environment

- Keeping the indoor temperature and humidity appropriate is the basic for making the video conferencing system steady and work reliable.
- The recommended temperature is 15-25 degree centigrade, humidity is 60-80 percent.
- The recommended environmental noise in the conference room is within 40 dB (A). The big indoor noise, such as the noise of the air conditioner, can affect the performance of audio system, causing people in the other conference room cannot capture the speaker's voice.

2. Conference Room Setup

- The scenery around the conference room, the color of the table and chairs may also affect the quality of image pickup, so complete white or black is avoided. These two colors can produce reflections and less brightness for the pickup of people and objects.
- The wall around the conference room, table and chairs are suitable for using uniform light color, such as beige or grey. The wall of the conference room is not suitable for using complex pattern or hanging complex portrayals, so as to avoid getting fuzzy for the image when the camera is moving or zooming.

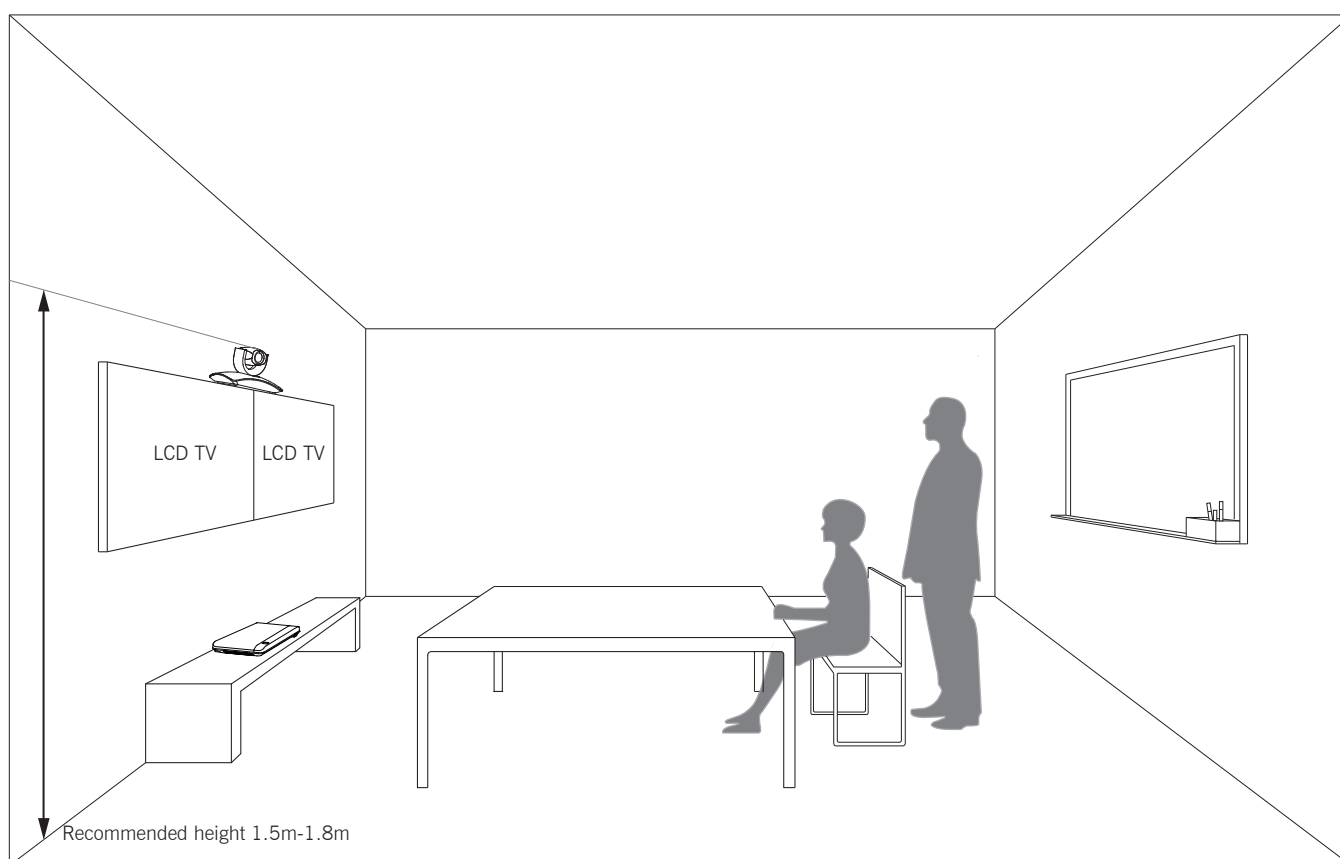
3. Conference Room Illumination

- Lighting is an important factor in the conference room, because the natural light shade in the conference room is different through the day. Conference room should avoid using natural light and prefer to use artificial light. When using artificial light, preferentially choose cold light source, such as "three primary colours" (R, G, B) which works best, and avoid using the heat source at the same time, such as high intensity of iodine-tungsten lamp.
- The recommended light intensity is 400 to 500 lux on faces, overall lighting layout is reasonable, ensure the light distribution is uniform on faces (eye, nose, and jaws shadow), light intensity around LCD TV and video camera should be less than 80 lux, otherwise it will affect the image pickup and viewing. All the windows should use brunet curtains to prevent from direct sunlight.

4. Conference Room Acoustic Requirements

- The ceiling in the hall and walls around conference room are suggested to install acoustic panels, and use double deck glass or curtain, in order to heighten an effect of sound insulation and sound-absorbing.

Recommendations of Camera Installation

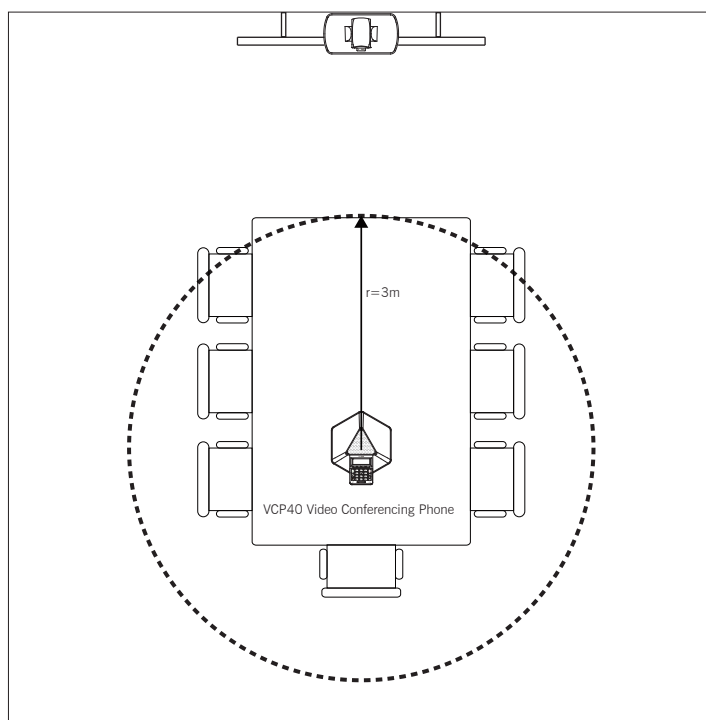


- Install the LCD TV and video camera relative to the center of the participants. To ensure that the participants are directly facing the camera and LCD TV during calls.
- The camera should be mounted on the wall, about 1.5 m to 1.8 m above the ground. Install the LCD TV below the camera.
- The camera should not directly face light source, to prevent image spot causing glaring bad experience.
- An infrared receiver is located in the camera. Make sure no obstruction is in front of the camera.
- The distance between camera and main system should be within 3 m, as a result of the DVI cable length limit.
- The camera should not directly face the door, to prevent the movement of personnel influencing the camera focus.

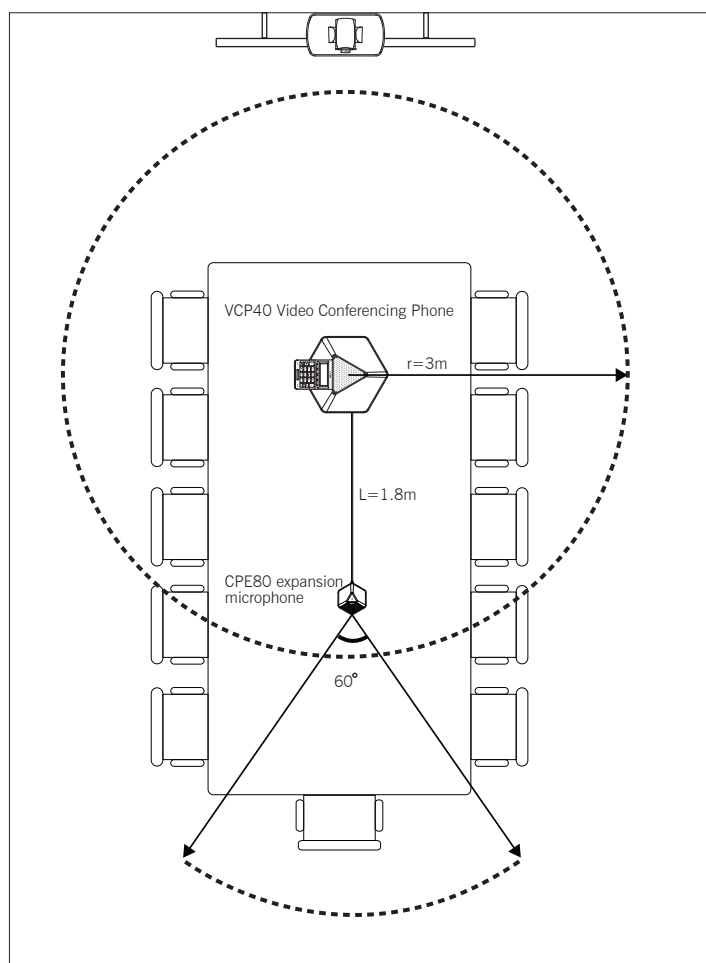
Others

- Place the whiteboard in the opposite of camera.
- Distance between participants and LCD TV is about 4-6 times the height of screen.

Recommendations of VCP40 Video Conferencing Phone Installation



- VCP40 video conferencing phone provides 360 degree omnidirectional microphone, 3 meter voice pickup range.
- Far away from the noise source when installing VCP40 (such as air conditioner or computer host).
- VCP40 video conferencing phone should be placed in the center of all participants, make sure that all participants are within the scope of pickup.
- If you need to connect an expansion microphone, the arrangement of microphones should make the sound field to be evenly distributed, then it will avoid echo from microphone.



- When the size of the conference room is more than 15 square meters or the distance between a speaker and VCP40 video conferencing phone is more than 2 m, a CPE80 expansion microphone could be connected to the MIC port on the VCP40 video conferencing phone, to heighten an effect of speech.
- CPE80 expansion microphone, a directional microphone, supports 60 degree voice pickup range and should be faced to the speaker.
- VCP40 video conferencing phone provides two MIC ports. Please choose any one to connect as required.
- The scope of indicated by the dotted line has the best voice. If you cannot get a good voice at your seat, you can move the microphone to a suitable place to get a good voice.