



# Kramer VIA Connect Pro User Guide

*James Cook University Townsville CBD Campus*

## Contents

Downloading and Running VIA Connect PRO Software.....	4
Logging In to VIA Connect PRO.....	5
Windows and Mac OS .....	5
VIA Connect PRO Functions and What They Do .....	6
Main Menu .....	8
Enabling Control .....	10
Chatting with Participants.....	11
Sharing Files.....	12
Accessing Cloud Data.....	13
Whiteboard Collaboration.....	14
Whiteboard Functions .....	15
Show Desktop.....	16

### BRISBANE

37 Eagleview Place, Eagle Farm QLD 4009

**PHONE** 07 3250 0000

**FAX** 07 3250 0010

### SYDNEY

Level 57 MLC Centre, 19 Martin Place, Sydney NSW 2000

**PHONE** 02 9238 2160

**FAX** 02 9238 2170

PROFESSIONAL VIDEO & HI-FI PTY LTD - ABN 48 108 370 405 - ACN 010 152 762

**1300 VIDEOPRO - [www.videopro.com.au](http://www.videopro.com.au)**



## VIA CONNECT PRO **QUICK START GUIDE**

### For User

#### **STEP 1: Connect Your Device to the Proper Network**

Connect your device to the same network used by Kramer **VIA Connect PRO** in the specific meeting room (either Wi-Fi or LAN).

#### **STEP 2: Run or Download the Application**

##### MAC or PC

1. Navigate to the embedded Web page of **VIA Connect PRO** by entering the Room Name of the VIA into your computer's browser.
2. Select Mac or Windows and run the application or download the installation file by clicking on the VIA Setups tab.



Welcome to VIA Collaboration Hub,  
please download the latest **VIA Application**



MAC



WINDOWS



VIA SETUPS

##### iOS /Android

1. Download and install the free VIA App from Apple's App Store or Google's Play Store. Use the QR code above.

#### **STEP 3: Login**

The screenshot shows a login form with the VIA KRAMER logo at the top. It contains three input fields: 'Room Name' with the value '192.168.11.67', 'Nickname' with the value 'dave', and 'Room Code' with the value '0002'. A red 'Login' button is located at the bottom right of the form.

**Room Name:** Copy the room name as appears in the wallpaper (IP Address).

**Nickname:** Enter a name for your device.

**Room Code:** Enter a 4-digit code as it appears in the wallpaper.

**Login:** Press Login to join the meeting.

#### BRISBANE

37 Eagleview Place, Eagle Farm QLD 4009

PHONE 07 3250 0000

FAX 07 3250 0010

#### SYDNEY

Level 57 MLC Centre, 19 Martin Place, Sydney NSW 2000

PHONE 02 9238 2160

FAX 02 9238 2170

#### STEP 4: Main Menu



Click on Step-in™ to put your screen up front and on Participants to see who else is connected.

#### STEP 5: Features



**Wireless Connection**  
Bring your own device (BYOD) and join the session through wireless connection. No dongle is needed.



**Enable Control**  
Give a participant control over the presenter's MAOB or PC laptops.



**MultiMedia**  
Share smooth full motion video (up to 1080p/60), Mp3 files, and photos.



**Chat**  
Send a message to a colleague in the meeting.



**Cloud**  
Drag and drop files to the cloud to share instantly with everyone in the meeting.



**Whiteboard**  
Create, annotate, illustrate, review or highlight the current display.



**File Transfer**  
Share a file with one or several collaborators.



**Start Collaboration**  
Click to collaborate through a common display, using your own device. Multiple users can interact and control what's happening on the main display at the same time.

#### BRISBANE

37 Eagleview Place, Eagle Farm QLD 4009

PHONE 07 3250 0000

FAX 07 3250 0010

#### SYDNEY

Level 57 MLC Centre, 19 Martin Place, Sydney NSW 2000

PHONE 02 9238 2160

FAX 02 9238 2170

## Downloading and Running VIA Connect PRO Software

All participants in a meeting must download and run either the Kramer VIA executable file (PC, Mac) or the appropriate Android/iOS app.

To access the PC and Mac executable files:

- Open your Web browser and enter the IP address for your VIA Connect PRO unit
- Click on the file format (Win7/8, Mac OS) for your computer. You are prompted to save this file to your computer. Select “OK” and download.
- Once downloaded, locate the file on your computer (under “Downloads”) and click to launch it. You then see the VIA Connect PRO login screen. (For faster access, move the file to your desktop)

For tablets and smartphones, the Kramer VIA app is found in the App Store (iOS) and Google Play (Android). Download the app to your tablet/phone and install. When you run the app, you see the following screen:

**BRISBANE**

37 Eagleview Place, Eagle Farm QLD 4009

**PHONE** 07 3250 0000

**FAX** 07 3250 0010

**SYDNEY**

Level 57 MLC Centre, 19 Martin Place, Sydney NSW 2000

**PHONE** 02 9238 2160

**FAX** 02 9238 2170



# Logging In to VIA Connect PRO

## Windows and Mac OS

1. Choose a username (nickname) for your device (it can be any mix of letters and numbers) then enter it on the login screen
2. Next, enter the room code, seen on the lower right part of the screen. This lets you access VIA Connect PRO iOS and Android
3. First, enter the IP address for the VIA Connect PRO. This is found on the main display screen in the lower left
4. Next, choose a username (nickname) for your device (it can be any mix of letters and numbers) then enter it on the login screen of your device
5. Finally, enter the room code as seen on the lower right part of the screen. This lets you access VIA Connect PRO. Now, you're ready to go!

### BRISBANE

37 Eagleview Place, Eagle Farm QLD 4009

**PHONE** 07 3250 0000

**FAX** 07 3250 0010

### SYDNEY

Level 57 MLC Centre, 19 Martin Place, Sydney NSW 2000

**PHONE** 02 9238 2160

**FAX** 02 9238 2170

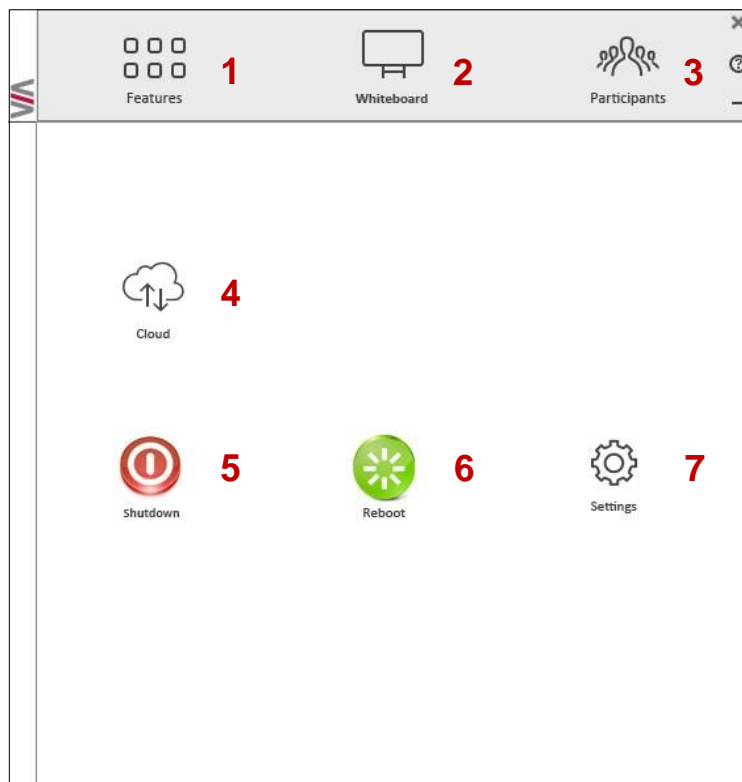
PROFESSIONAL VIDEO & HI-FI PTY LTD - ABN 48 108 370 405 - ACN 010 152 762

**1300 VIDEOPRO - [www.videopro.com.au](http://www.videopro.com.au)**

## VIA Connect PRO Functions and What They Do

VIA Connect PRO presents two types of screens depending whether it is being used by the Admin or by a User. The following screen shots illustrate both types.

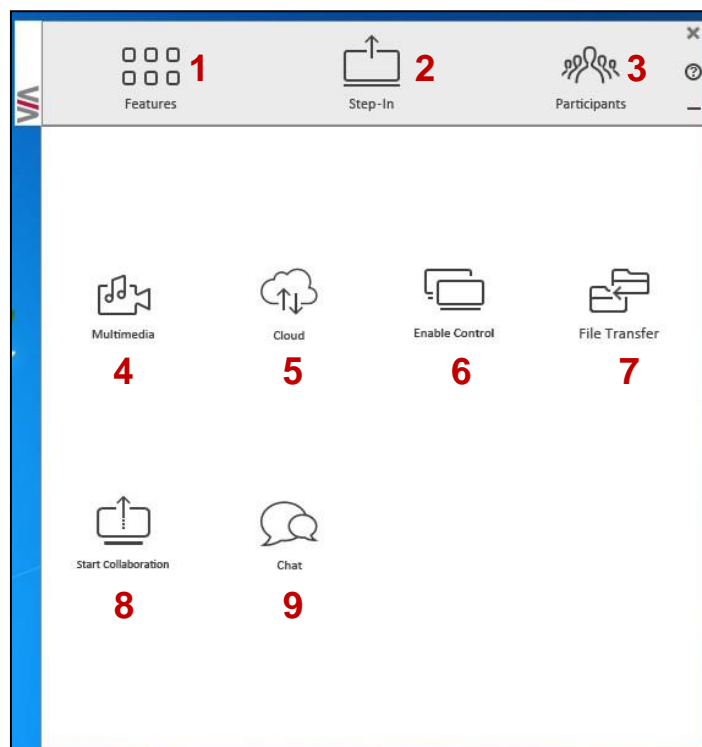
Figure 3 shows the VIA Connect PRO main Admin screen and its functions:



**Figure 3: VIA Connect PRO Admin Screen and Features**

Item	Icon	Action
1	Features	Allows user to see and access all available features of VIA Connect PRO
2	Whiteboard	Opens a canvas to annotate, draw, and update document collaboratively over a live stream
3	Participants	Provides a list of all participants in the session
4	Cloud	Drag and drop files to the cloud to share instantly with everyone in the session
5	Shutdown	Shuts down VIA Connect PRO system
6	Reboot	Reboots VIA Connect PRO System
7	Settings	Performs settings on the LAN, configurations related to room code, system controls, wallpaper and activation center

Figure 4 shows the VIA Connect PRO main User screen and its functions:



**Figure 4: VIA Connect PRO Main User Screen and Features**

Item	Icon	Action
1	Features	Allows user to see and access all available features of VIA Connect PRO
2	Step-In/ Step-Out	Allows the user to show his device's screen on main display, or to step out
3	Participants	Provides a list of all participants in the session
4	Multimedia	Supports video formats: avi, vob, mp4, mov, mpx (ex. mpg). Shares smooth full-motion video (up to 1080p/60), MP3 files and photos
5	Cloud	Drag and drop files to the cloud to share instantly with everyone in the session
6	Enable Control	Gives participants control over the presenters Mac or PC laptop
7	File Transfer	Shares files between the available participants during the session
8	Start Collaboration	Click to collaborate through a common display using your own device. Multiple users can interact and control the main display at the same time
9	Chat	Allows sending chat messages among available participants during that session

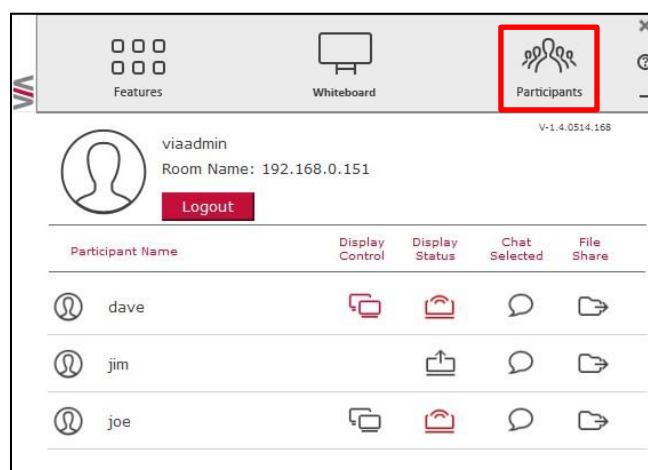


## Main Menu

This section refers to the user's experience.

The VIA Connect PRO User main menu has three tabs across the top – Features, Step-In/Out, and Participants.

- Clicking on the Features icon on the main menu allows the user to see and access all available functions of VIA Connect PRO
- Clicking on the Step-In icon on the main menu displays your PC/device screen on the main screen. Clicking Step-Out removes your device screen from the main screen
- Clicking on the Participants icon (Figure 5) reveals a list of all participants in the session



**Figure 5: The Participant List**

### BRISBANE

37 Eagleview Place, Eagle Farm QLD 4009

PHONE 07 3250 0000

FAX 07 3250 0010

### SYDNEY









Level 57 MLC Centre, 19 Martin Place, Sydney NSW 2000

PHONE 02 9238 2160

FAX 02 9238 2170



Under Participants, the following icons are used:

Item	Icon	Meaning
Display Status		Start a presentation at a display
		The user is currently presenting
Chat Status		Start a chat session with any available participants
		The participant is currently chatting with you. Click to open the chat session
File Transfer		Start a file transfer with another participant
		File transfer is already active with that participant
Enable Control		Take control of any user while the user is displaying
		Admin has the control of that user

**BRISBANE**

37 Eagleview Place, Eagle Farm QLD 4009

**PHONE** 07 3250 0000

**FAX** 07 3250 0010

**SYDNEY**

Level 57 MLC Centre, 19 Martin Place, Sydney NSW 2000

**PHONE** 02 9238 2160

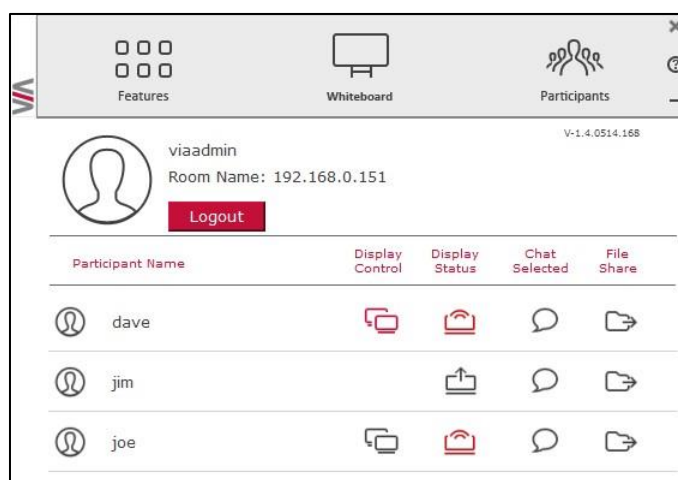
**FAX** 02 9238 2170

## Enabling Control

This function allows the admin to take control of a participant's PC (Windows or Mac OS). (In our example, Figure 6, user Dave has stepped in and the Admin has taken control of Dave):

The admin can work on Dave's system as he has taken control. (Admin can play media or work on a document or presentation file collaboratively with Dave).

Any other participant who wants to take control or collaborate with Dave's system can click on the Start Collaboration icon and drag his laptop mouse to the top and off their local screen. That cursor now moves to the VIA Connect PRO unit and appears on the main display of Dave. Buttons are shown in the picture below:



**Figure 6: Enable Control**

### BRISBANE

37 Eagleview Place, Eagle Farm QLD 4009

PHONE 07 3250 0000

FAX 07 3250 0010

### SYDNEY

Level 57 MLC Centre, 19 Martin Place, Sydney NSW 2000


PHONE 02 9238 2160

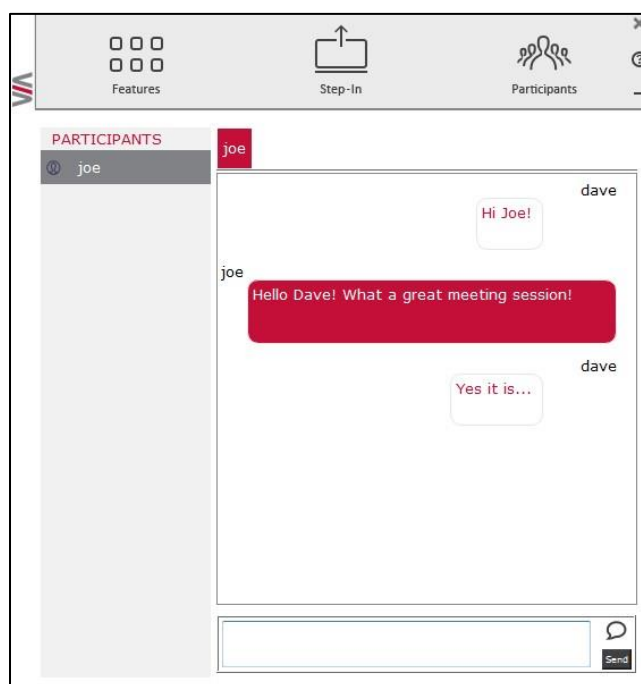
FAX 02 9238 2170

## Chatting with Participants

The admin or user can start a chat session to exchange text messages between users.

To initiate a chat session:

- Go to the participant list and click the chat icon  for the desired participant. The chat window opens (Figure 7) and you can chat with selected participant:



**Figure 7: Chat Window**

In the chat window, the participant's name is at the left side of the window and your chat messages are on the right side.

The user can check for active chat sessions by going to Features > Chat




Chat

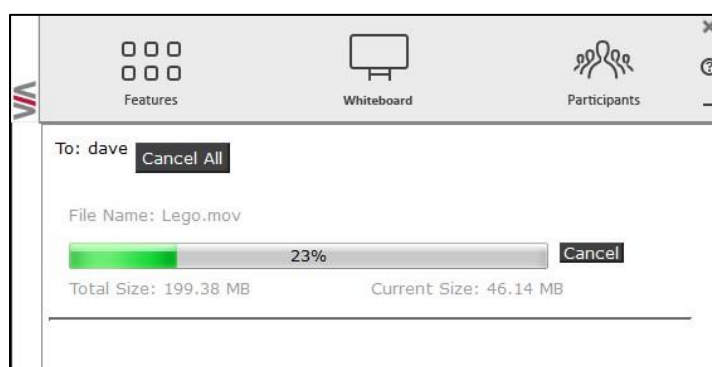
## Sharing Files

VIA Connect PRO can transfer files between PC/Mac logged in users.

To share a file:

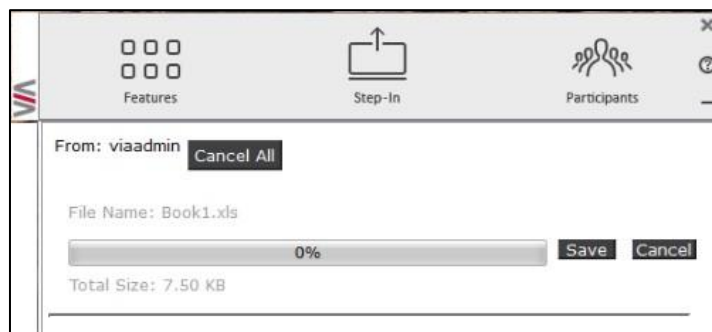
Go to the participant list and click on the file share icon  for the desired participant with whom you wish to share a file.

In the cloud directory, select the desired file on your device. Then, click Share



**Figure 8: Admin File Sharing**

The target participant needs to select a location to save the file and start the file transfer process. Once completed, the file is saved on that participant's system.



**Figure 9: User File Sharing**

When completed, the file is saved at receiver's system.

You can check or cancel currently sharing file from Features > File Transfer.



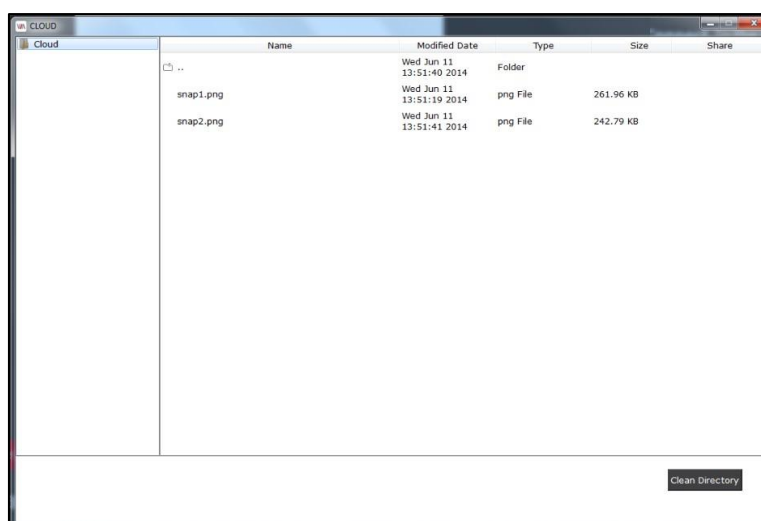
File Transfer

## Accessing Cloud Data

The cloud is used by the admin to access all data that has been shared by participants using VIA Connect PRO hub.

To access cloud data:

- Click on Features in the Admin main menu and then click on the cloud icon to go to the Cloud directory where all the users' shared files were saved.



**Figure 10: Shared Files on the Cloud**

To delete all files from the cloud directory:

- Click on Clean Directory
- A warning note appears that this is a permanent delete action



## Whiteboard Collaboration

The whiteboard function, used by the admin, creates a canvas on the VIA Connect PRO hub. With whiteboard, the admin can:

- Access a wide range of drawing and annotating tools
- Insert any kind of images

To open Whiteboard by the admin:

1. Go to the main menu and click on the Whiteboard icon. This starts a whiteboard session on VIA Connect PRO.

Users can collaborate on a shared document using their own device.

To comment on content shown on main display user needs to:

1. Click on Start Collaboration icon
2. Drag the cursor to the main display
3. Start annotate by using whiteboard tools

Multiple users can interact, annotate and control the main display at the same time.

### BRISBANE

37 Eagleview Place, Eagle Farm QLD 4009

**PHONE** 07 3250 0000

**FAX** 07 3250 0010

### SYDNEY

Level 57 MLC Centre, 19 Martin Place, Sydney NSW 2000

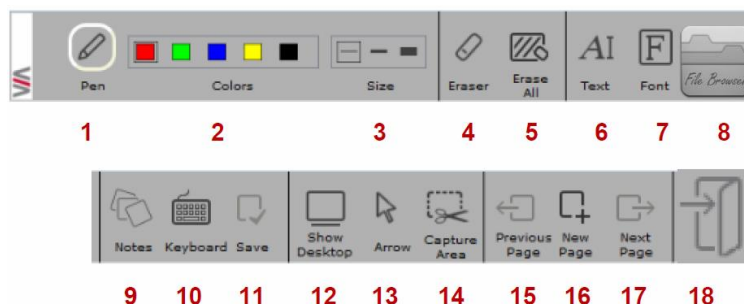
**PHONE** 02 9238 2160

**FAX** 02 9238 2170

PROFESSIONAL VIDEO & HI-FI PTY LTD - ABN 48 108 370 405 - ACN 010 152 762

**1300 VIDEOPRO - [www.videopro.com.au](http://www.videopro.com.au)**

## Whiteboard Functions












**Figure 11: Whiteboard Toolbar**

Item	Icon	Action
1	Pen	Enables drawing on the whiteboard
2	Colors	Changes the color of line with various available colors
3	Size	Chooses the line thickness
4	Eraser	Erases your annotations
5	Erase All	Cleans the page
6	Text	Inserts text at your whiteboard page
7	Font	Changes text font of your whiteboard page
8	File Share	Shares files between the available participants during the session
9	Notes	Creates comments or remarks about your annotation at whiteboard page
10	Keyboard	Opens a virtual keyboard at whiteboard to insert text
11	Save	Saves all your activities either as PDF or as JPEG format
12	Show Desktop	Displays your desktop with all running applications, user can also annotate at the running application using desktop stylus
13	Arrow	Selects any object or image
14	Capture Area Tool	The mouse pointer turns into plus sign. Click the upper left corner of the area you want to capture and drag along the screen to the limit of the capture. The selected area is displayed in gray. The area is then included in the current or new page as an object
15	Previous page	Moves to previous page (when multiple pages added)
16	New page	Creates a new page or to add a new page
17	Next page	Moves to next page (when multiple pages added)
18	Close	Closes the whiteboard



## Show Desktop

Show Desktop allows you to hide the whiteboard and to navigate freely on your desktop. A toolbar is available for making annotations on your desktop and capturing an object. For example, capture an area of the screen and add it as an object in your current page.

Icon	Name	Action
	Whiteboard	Press this button to immediately return to your board page
	Pencil	Writes on the whiteboard
	Eraser	Erases precisely what you have written on the whiteboard
	Selection Tool	Selects any object to move it and apply changes
	Capture Area Tool	The mouse pointer turns into plus sign. Click and drag over the desired area
	Window Selection	Directly captures a window and all of its content.
	Save	Saves your activity in either .jpg or .pdf format
	Show/Hide	Show/hide annotations
	Exit	Exits the whiteboard

### BRISBANE

37 Eagleview Place, Eagle Farm QLD 4009

PHONE 07 3250 0000

FAX 07 3250 0010

### SYDNEY

Level 57 MLC Centre, 19 Martin Place, Sydney NSW 2000

PHONE 02 9238 2160

FAX 02 9238 2170