Strata®

CIX™

Video Communication Solution (VCS®)

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CIX-UG -VCS-VC

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Contents

Chapter 2 – Getting Started

Chapter 3 – Using Video Communication

Chapter 4 – Telephone Integration

Introduction

This guide provides instructions on using the Video Communication Solution (VCS) application and is divided as follows:

- **Chapter 1 – Overview** describes the program requirements and screens.
- **Chapter 2 – Getting Started** gives instructions on setting up and using the application.
- **Chapter 3 – Using Video Communication** provides a description of the VCS features.
- **Chapter 4 – Telephone Integration** describes VCS features pertaining to the telephone.

Conventions

Conventions	Description
Note	Elaborates specific items or references other information. Within some tables, general notes apply to the entire table and numbered notes apply to specific items.
Important!	*Calls attention to important instructions or information.*
Arial Bold	Represents telephone buttons.
Tilde (~)	Means "through." Example: 350~640 Hz frequency range.
See Figure 10	Grey words within the printed text denote cross-references. In the electronic version of this document (Library CD-ROM or FYI Internet download), cross-references appear in blue hypertext.
❯	Denotes the step in a one-step procedure.
❯	Denotes a procedure.

Related Documents/Media

Some documents listed here may appear in different versions on the CD-ROM or in print. To find the most current version, check the version/date in the Publication Information on the back of the document's title page.

Refer to the following for more information:

- Strata CIX and CTX General Description
- Strata CIX VCS Installation, Programming and Maintenance Manual

Overview 1

Toshiba's VCS is a client Desktop/application software that provides point-to-point video communication, Desktop/application sharing, collaboration, file transfer and Message Board by using a telephone connection.

Important! *This software works with DKT, IPT and SoftIPT telephones using Windows XP. It does not work with Cordless or Single Line Telephones (SLT).*

Video communication can start automatically when a telephone line is connected and provides both audio and visual communication with the person you are calling (buddy) and your own PC. The Desktop/application sharing feature enables you to share an application window or a whole PC desktop with your buddy so that as you talk, you and the other person can make changes to a document, graphic, etc.

The file transfer feature enables you to transmit one or more files to your buddies.

The message board feature enables you to send and receive instant messages to your buddies.

Video communication takes productivity to a new level by allowing Strata remote users to see, hear, interact and collaborate on projects together, no matter where they are physically located. Whether it's used for daily organizational calls or VIP communication, VCS provides the remote way to conduct virtual in-person meetings.

Client Requirements

The following are the requirements to run VCS:

- A DKT, IPT or SoftIPT telephone.

Note This application uses PDNs and SDNs on the telephone. PhDNs are not supported.

- A Toshiba approved and tested video camera that meets the specifications and is plugged into an USB port.

Note See the *VCS Installation and Programming Manual* for more detailed client hardware requirements and installation instructions.

- VCS Client software installed on a PC with an USB port.

The following is a sample VCS setup:

8044
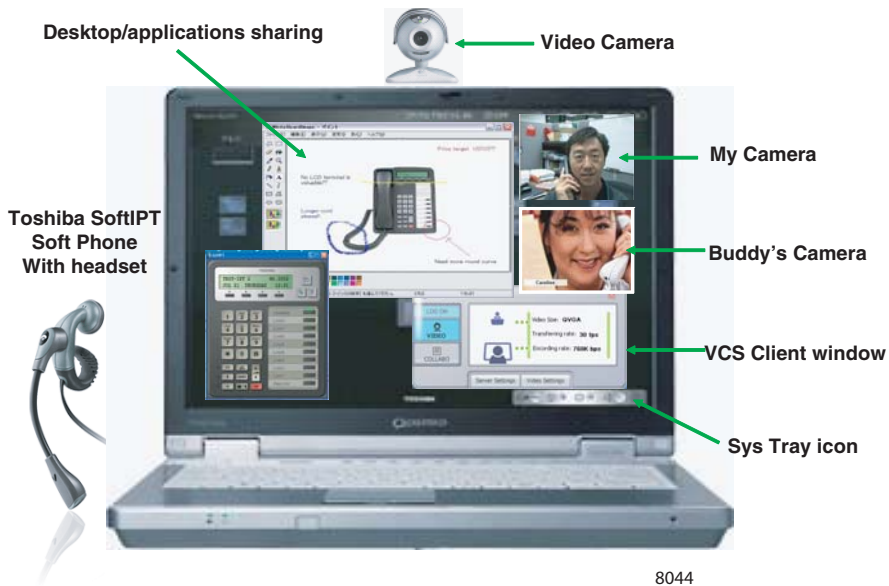
Figure 1   VCS Client, SoftIPT

Main Console
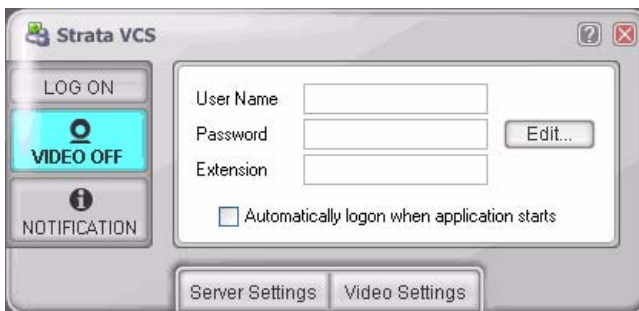
Figure 2   Main Console Screen

Fields

Field	Description
User Name	Enter the User name.
Password	Enter the Password corresponding to the username. Check with your System Administrator for default password. This field is case sensitive. The maximum characters for the password is 40.
Extension	Enter the User's extension / DN to be associated with VCS Client.
Automatically logon when application starts	Automatically logs you on to the VCS server when VCS starts. In addition, when log on fails during time-out, log on retry is repeated periodically.

Buttons

Note Buttons that are blue indicate active functions. Buttons that are gray indicate an inactive function. For example, when you are logged on to the VCS, the Log On button is blue, and when you are not the button is gray.

Button	Function
LOGON	Logs on and off the VCS server. This button toggles between Log On and Log Off.
VIDEO	Turns Video Transmission to your buddy on or off.
Notification	This is used when opening Notification window. It lights up orange when new notification is reported when the notification option is checked. The Notification button is normally displayed in gray when no new notification is reported. The notification button can be operated anytime.

Tabs

Tab	Function
Server Settings	Opens and closes the Profile selection screen.
Video Settings	Opens and closes the video communication setup screen.
Edit	Opens the change password pop-up. See "Change Password" on page 25.

Task Icons

The Task icon displays on the Sys Tray using the following VCS status symbols:

	Log Off		**Log Off (no camera)**
	Log On		**Log On (no camera)**
	In Session		**In Session (no camera)**

Note Double-clicking on the Task icon displays the Main Console.

Context Menu

The Context Menu can be accessed by right-clicking the Task icon on the Sys Tray. This menu enables you to perform VCS functions when the Main Console is closed.

The functions displayed are:

Console
Video Off
Preview
Log Off

Update
Help
Exit

• Console – Opens the Main Console. This is the same function as double-clicking the task icon.

• Video Off/On – Switches the video to the buddy On/Off. This is a toggle button, Video OFF is displayed at the time of video-ON, and Video ON is displayed at the time of video-OFF.

• Preview – Displays the video image of the camera connected to your own PC.

• Log On/Off – Performs Log On and Log Off. Same as Main Console log on.

• Help – Opens the Online Help system. This is the same as pressing the F1 key with the VCS application displayed on your screen.

• Exit – Terminates the VCS application.

Server Settings

Depending on the VCS user needs, it is possible to setup different CsProfiles. The user can have a different profile for every different place of work. For example, you can have a profile for work, for home and for business trips (when you are using VCS in your hotel room).
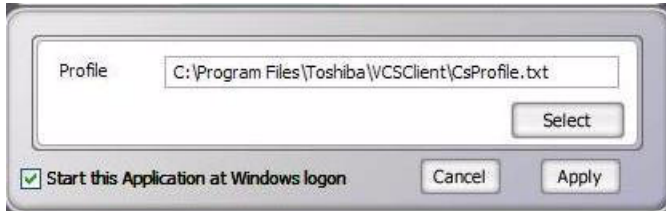
Figure 3   Server Settings Screen

Fields

Field	Description
Profile	Pathway for the CsProfile.txt file.
Start this Application at Windows logon	When this box is checked, VCS automatically starts up at the same time as Windows and you see the VCS console.

Buttons

Button	Function
Select	Selects the client profile. The selected profile name for the Profile Enter Box is displayed.
Apply	Activates the profile for use.
Cancel	Cancels the selection on the screen and returns you to the previous screen.

Video Settings
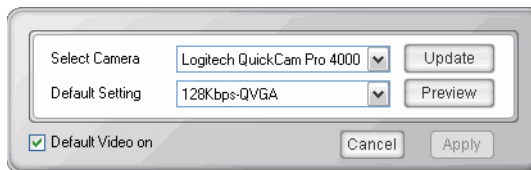
Figure 4   Video Settings Screen

Fields

Field	Description
Select Camera	Select camera connected to PC.
Video Setting	Each selection consists of two factors: quality and size. The quality of video depends on encoding rate (128kbps~1.5Mbps) while the size of video has 3 options—QCIF, QVGA, VGA. **Note** Upper option requires more bandwidth and processor powers (max: 1.5Mbs – VGA).
Default Video on	When this box is checked, VCS automatically starts up with the Video button set to On.

Buttons

Button	Function
Update	Updates the camera list connected to the PC. After starting VCS, click this button to add a camera to the list.
Preview	Displays my camera picture.
Apply	Saves the displayed setup. After setting up a camera click Apply to validate the setup.
Cancel	Cancels the selection on the screen and returns you to the previous screen.

VCS Client (In Session)

Yourself

Session Members including yourself

Member Window

Shows video link

Video Settings
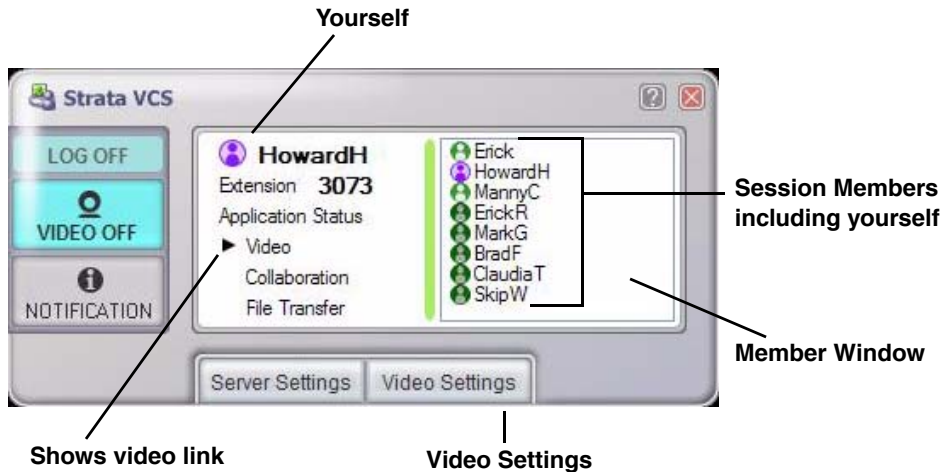
Figure 5   Main Console when connected to seven buddies

Screen Icons

Icons	Function
	Session Member icon. Displays only during a connection session with a communication partner.
	Conference Master – Yourself. Displays during log on. Also, displays in purple on the right pane of the VCS window during video conference.
	The dotted line shows video transmission. When both videos are on (members and you), a horizontal dotted line displays from both icons, indicating your buddy and you are linked. When there are no dotted lines, there is no transmission occurring. When only one of you is transmitting, only one line shows.

The table below shows the differen icon status:

No	Icon type	Own / Others	Camera (Not supported in Beck without MCU)	Video ON / OFF (Not supported in Beck without MCU)	Video member or not
1*		Own (My icon)	With camera	ON	Video member
2		Own (My icon)	No camera	-	Video member
3*		Own (My icon)	With camera	OFF	Video member
4*		Own (My icon)	With camera	ON	Not video member
5		Own (My icon)	No camera	-	Not video member
6*		Own (My icon)	With camera	OFF	Not video member
7*		Others	With camera	ON	Video member
8		Others	No camera	-	Video member

No	Icon type	Own / Others	Camera (Not supported in Beck without MCU)	Video ON / OFF (Not supported in Beck without MCU)	Video member or not
9*		Others	With camera	OFF	Video member
10*		Others	With camera	ON	Not video member
11		Others	No camera	-	Not video member
12*		Others	With camera	OFF	Not video member

* Not supported in Beck without MCU.

Context Menu

❯ Right click in the Member window of the VCS screen to view the Context menu (shown below).

❯ **To view all eight members of a VCS Session**
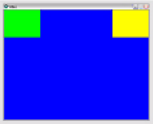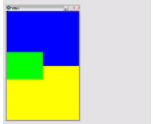
❯ When the Conference Master and seven other members are connected, the Member Window does not show all the parties. A scroll bar appears.

However, to change this view, from the Context menu, click Change Icon Size, then select Small. A maximum of eight members can be seen in the Member window when selection Small.
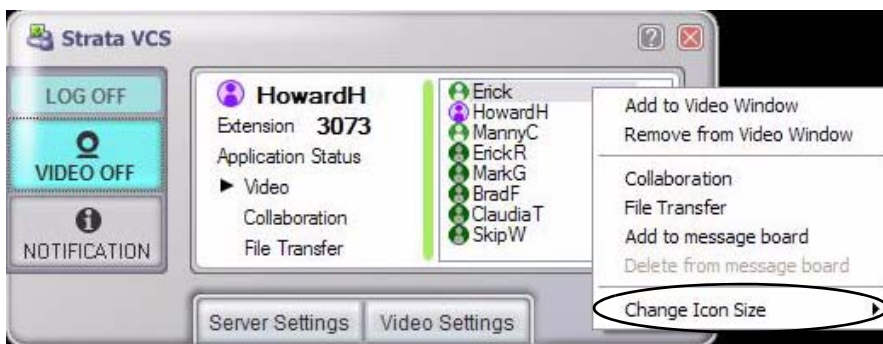
Video Window Formats

The Video windows can be resized by clicking on the edges and dragging up, down, left or right. The window format can also be changed by right-clicking on the inside of the window. You can chose different window orientations by right-clicking on the inside of the window.

Video Window orientation	Format
	VGA size format.
	Vertical QVGA size format.
	Horizontal QVGA size format (Default).
	Vertical QCIF size format.
	Horizontal QCIF size format.

Application Sharing / Collaboration Window

Collaboration transmits the window or the desktop image currently displayed on a screen of the transmitter's PC to one (or two) receiver(s). Moreover, a movement of the mouse can be transmitted to the receiver's PC from the transmitter's PC.

You can use Collaboration if the partner and telephone in LOGON status are connected in the same way when VCS is in the log on status.

A collaboration control window is displayed when the collaboration application is chosen by right-clicking on the Session Member List after selecting a member.

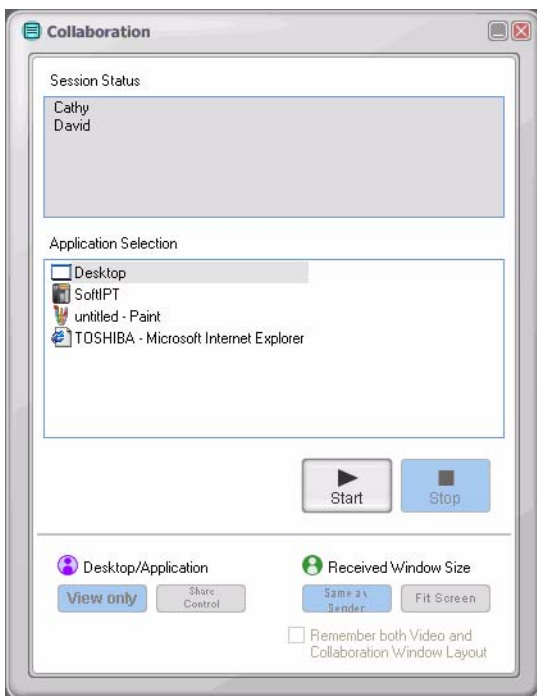This screen displays when the Main Console's Collaboration application is selected.

Figure 6   Collaboration Window with sample data

Application Selection

The list of applications that are running on the transmitter's screen display in this box. You can select the applications from the Application Selection box of the Collaboration window.

Buttons

Button	Function
Stop	Stops the Desktop/application sharing. Button is blue when application sharing is not active, and gray when it is active.
Start	Starts the Desktop/application sharing. Button is blue when application sharing is active, and gray when it is not active.
Edit Mode A transmitter can change the editorial rights of the sharing application with the button on the collaboration Control Window. In the View Only Mode, only a transmitter can edit the sharing application. Both a transmitter and the recipient can be edited in Share Control Mode. At the time of the application sharing, the Edit Mode defaults to View Only Mode. The transmitter of the sharing application can also make changes to the Edit Mode by pressing the Ctrl + Alt + Shift keys. The recipient of the shared application stops the Edit Mode by pressing the Ctrl + Alt keys even if the Edit Mode is set to All.	
View only	This button can be used only by the transmitter of the sharing application (Originator Only). The View only button is blue when the editorial rights are set to originator only.
Share Control	This button permits the application to be edited by both the transmitter and recipients of the sharing application. When editorial rights are set to All, the Share Control button is blue. Only the transmitter of a sharing application can use this button.
Window View Mode A Recipient can change the display method of the shared application with the Material Window View Mode: Button on the Collaboration Window. In Original Size Mode, the shared application is displayed in the same size as the display size on a transmitter's PC. In Best Fit Mode, the entire shared application on the received window can be re-sized in order to display it entirely.	

Button	Function
Same as Sender	This is used when displaying a shared application in the same size as the display size on a transmitter's PC.
Fit Screen	This is used when displaying the entire shared application on the recipient's window by re-sizing in order to display it entirely.

Check Box

Remember both Video and Collaboration Window layout

If this box is checked, the following two windows display at the start of application sharing:

• The window for a shared application display

• Video Window

The two windows are rearranged automatically (e.g., the layout position as they were the last time, as well as the layout size).

When the application sharing stops, Video Window returns to the position before collaboration started.

The layout used for the window rearrangement is noted in VCS when the shared application stops.

Shared Application Display

If on the Transmitter's side, another window is currently displayed (shown below), the portion that overlaps the shared application window is displayed in gray (shown below) on the recipients PC screen.

You must either close the overlapping window or click on the shared application window to bring it forward.

Transmitter's PC screen
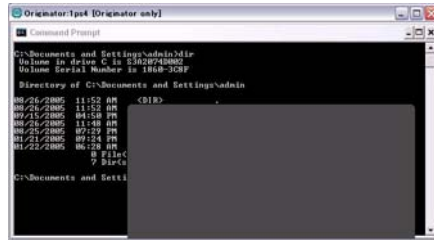
Recipient's PC screen

File Transfer Window

File Transfer enables you to transmit selected files to Session Members that are logged on to VCS.

Sender's Screen Layout

The Session member names display in the Session Status box. The maximum number of members for file transmission is two users.

A file transmission status is displayed on the right side of the user name for each file recipient. The different file transmission status are:

- Blank –The initial status when opening a window

- Sending file-name – The file is in transmission.

- Busy – A receiver is performing another file transfer.

- Rejected – A receiver rejects a file transfer.

Figure 7   File Transfer Send Screen

- Aborted – The sender or the receiver clicked the Stop button under the file transfer.

- Completed – File transmission is complete.

- Connection is down – The connection is disconnected during a file transfer.

The name of the files to be transferred are displayed in the File list.

Buttons

Button	Function
Select	Click Select for a File selection dialog box to appear. From this box, select the file to be transferred, then click Open. The file gets added to File List Box. The file selection dialog closes after you click the Open button. When selecting files in two or more folders, first select a file in one folder, then open the File selection dialog box again and select a file in another folder.
Delete	Deletes the selected file from a File List Box. The Delete button is invalid when no file is selected in the File list box. The Delete button is not effective during a file transfer.
Stop	Clicking the Stop button stops file transmission. Even if some file transmission was successful before stopping and even if when the Stop button was clicked file transmission was in the process of ending, receipt of all files on the member's side will be cancelled.
Start	Clicking the Start button starts file transmission. Although it cannot be used immediately after opening the file transmission window, it can be used if one or more files are selected in the File List Box. Note that the file remains in the File List Box after the end of a file transfer without being deleted.

Member's Screen Layout

When files are transferred to a member(s), a file receiving window displays (shown right) on their screen. This window does not close automatically.

This screen contains the following information:

- Sender's name.

- Status – shows the total files received. The different file transmission status are:

   Blank – Initial state when the window opens.

   Receiving – when receiving a file

   Aborted – The sender or the receiver clicked Stop during the file transfer.

   Completed – File(s) received.

   Connection is down – The connection is disconnected during a file transfer.

Figure 8   File Transfer Receive Screen

- The progress bar under the Status shows the file reception status. This bar repeatedly flows from the left to the right showing the reception progress. The display bar is blank if the process is completed or aborted or when an error occurs. File name of all the files received, file size, and the received status are displayed in the Transfer Files List Box. There are three states for the receipt of files: a Blank (not received), Receiving (under reception), and Completed (reception complete).

- Save to – This link displays the folder for receiving files. If you click this link, Explorer starts and a receiving folder is opened. The default setup for a receiving folder is: "C:\Program Files\Toshiba\VCSClient\Received Files".
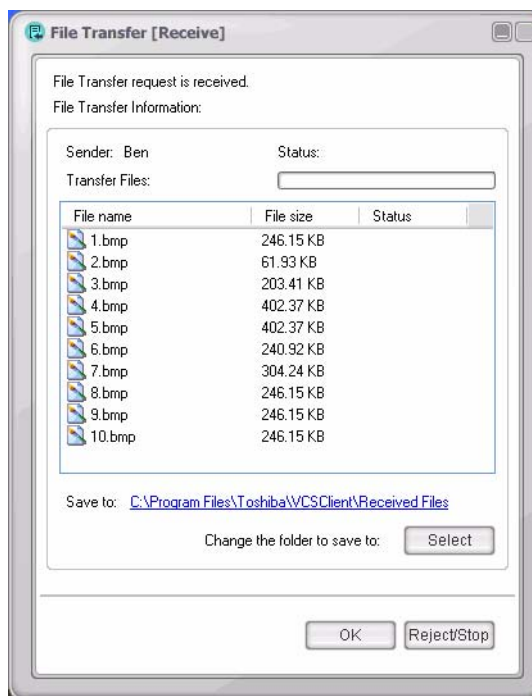
Buttons

Button	Function
Select	Click the Select button to change the folder for receiving files. This button cannot be used during file transfer.
OK	Click OK to start file reception.
Reject/Stop	Click the Reject/Stop button to decline file transmission from another VCS client before starting the file reception process. Note that clicking this button during the reception process also stops file reception. When file reception is stopped on the way, all (also including the file which had completed reception before clicking a Reject/Stop button) reception files are deleted. The Reject/Stop button cannot be reused after a file reception ends.

Message Board

Message Board is the capability to send text messages as an aid in voice conversations. This feature is like a chat, but a little different. You can convey messages that are difficult or require a level of accuracy, example an address or URL, etc.

Message Display area – is the first half of the screen where the messages sent and received are displayed. A maximum of 100 messages can be displayed. When the messages are more than 100, then old messages are removed sequentially from the display area. When saving the contents of a message, all the messages that were transmitted and received are saved. This includes all messages that surpassed the 100 messages and were deleted from the display area.

Message – This is where you type your message.

Figure 9   Message Board display

Pressing Enter key sends a message check box – This box is checked by default every time the Message Board window is opened. When this box is checked, a message gets transmitted every time you press Enter in the Message area.

Note   When this check box is unchecked and you press Enter in the Message area, a line of text begins. The maximum number of characters for a message is 512; a space counts as a character and a new-line as two characters.

Member Selection – All the members displayed on the main console are displayed on the member selection list. Check the boxes next to member names to select users for a a message transmission.

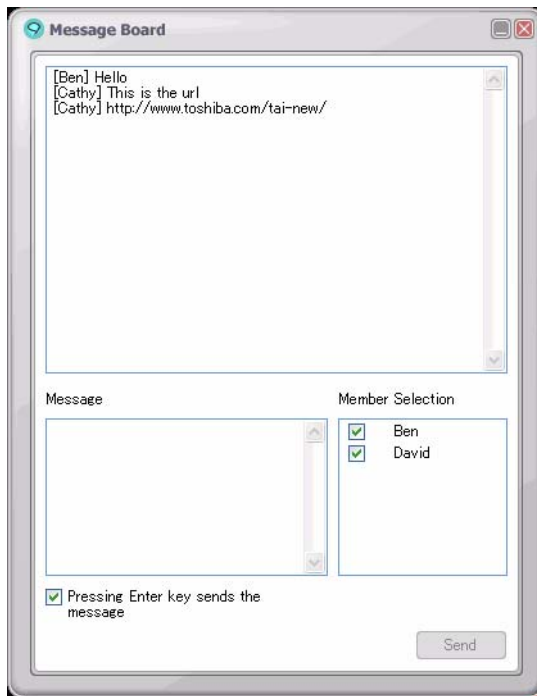Refer to "Message Board" on page 31 for Message Board procedures.

Upgrade VCS Software

In VCS client, the upgrade version is downloadable from the VCS server. When logging on, a message regarding the upgrade version may be displayed in a balloon from the VCS icon on the Sys Tray. Please click the balloon in order to install the upgrade version. You can also execute the update by right-clicking on VCS icon in the Sys Tray and select Update option.

Getting Started

2
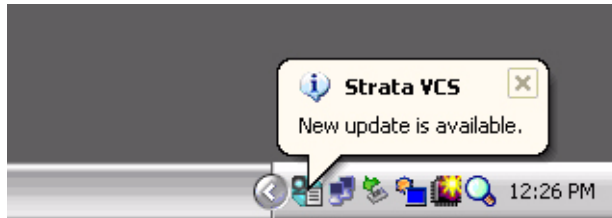
Step 1: Configure VCS

Important! *This step must be performed when you use VCS for the first time. Ask your System Administrator to provide you with your Profile.*

Step 1A: Choose Profile

1. Click Server Settings on the Main Console (see). The Server Settings screen appears at the bottom of the Console window.

2. Click Apply to choose the profile listed on the screen. If you want to change the profile, click Select and browse for the correct profile.

3. (optional) Check "Automatically logon when application starts." When this box is checked, VCS automatically starts up at the same time as Windows.

Step 1B: Set up Camera

1. Click Video Settings on the Main Console (see). The Video Settings screen appears at the bottom of the Console window.

2. From the *Select Camera* field, choose a camera from the drop-down menu.

3. From the *Video Setting* field, choose a video setting from the drop-down menu.

   Each selection consists of two factors: quality and size. The quality of video depends on encoding rate (128kbps~1.5Mbps) while the size of video has 3 options—QCIF, QVGA, VGA.

   Note Upper option requires more bandwidth and processor powers (max: 1.5Mbs – VGA).

4. Click Apply to save your settings.

5. (optional) Click Preview to view your camera picture.

6. (optional) Check "Default Video on" if you want the video camera to start sending video to the recipient once a phone call is established.

Step 2: Log On to VCS

VCS enables you to choose from the start menu, or to double-click and start via the shortcut icon on the desktop created at the time of installation.

❯ **To log on to VCS**

1. Click on Start > All Programs > Toshiba Business Communication > VCS

...or click
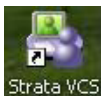
 on the desktop.

The main console displays (see Figure 10) along with the Task icon on the Sys Tray (shown right).
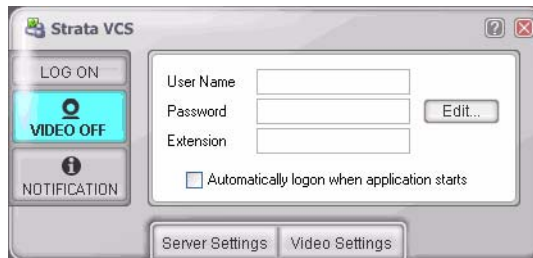
Figure 10   Main Console Log On Screen

Note   Main Console will not be displayed if the check box "Automatically logon when application starts is checked (see Figure 10 above) and "Start this Application at Windows logon" is checked (see Figure 3 on page 6).

2. From the Main Console screen, enter the user name (alphanumeric/case-sensitive), the password (case sensitive), and the PDN or SDN of the telephone's extension number.

3. (optional) Check the "Automatically logon when application starts" box. When this box is checked, you are automatically logged on to the VCS server when VCS starts.

4. Click Log On.

5. If the telephones are connected, the video communication starts automatically if Video is set to On.
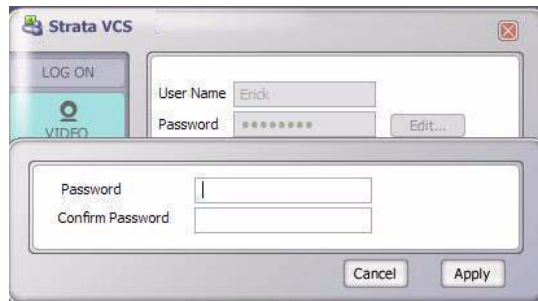
Change Password

Figure 11   Change Password Screen

1. With the Main Console screen displayed, type in the user name and click Edit. A pop-up box displays (shown above).

Note The user name can be up to 40 characters. Allowed characters are alphanumeric, - (hyphen), _ (underscore), @ . (period). The alphanumeric characters are case sensitive.

2. Enter the new password and confirm it by entering it a second time. Click Apply. The Password can be up to 40 alphanumeric characters. The Password is case sensitive.

3. The new password displays in the log on screen.

4. Click Log On. If the log on to a VCS server is successful, the Log On button of the main console lights up in blue and toggles to LOG OFF and the screen changes to a VCS status display (shown at right).
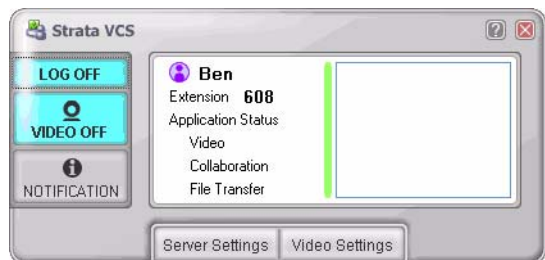
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Using Video Communication 3

You can have up to three parties when using Video. All parties must be logged on to the application. You can also log on automatically by checking the box "Automatically logon when application starts" on the Main Console screen.

1. Make sure video is ON (Refer to page 4 and page 5).

Note You do not have to perform this step if you check the "Default Video On" box on the Video Settings screen (see Figure 2 on page 3).

2. Make a call (cannot be voice call or OCA) using a PDN or SDN on your telephone.

3. When the person you called answers the phone, the video communication starts (Buddy video must be turned on). The two windows "MyCamera" Window and "Buddy's Camera" Window display on both your PC and your buddy's PC.

Note To Resize Windows: Right-click the MyCamera or Buddy's Camera Window (inside the window) to display the window size options in a pop-up. Available options are: 640 x 480 (VGA), 320 x 240 (QVGA), 176 x 144 (QCIF). Select the desired size by highlighting it.

4. The display screen on the VCS console will be updated (see Figure 5 on page 8) on both PCs.

5. When the call is finished, video communication automatically ends.

Considerations

Video Communication:

• Cameras must be connected to both communicating parties and cannot be used if the camera is not connected to one or all communicating PCs.

• Cannot exist if the camera is not connected to the PC.

• Cannot exist if logon occurs after the call is placed.

• Cannot exist if the call is a "voice call" or OCA.

• Cannot continue if one of the call participates press a line button.

• The screen may flicker for a moment when application sharing starts.

Application Sharing / Collaboration

Important!   *A video camera is not necessary for application sharing.*

Considerations for Application Sharing

• Can only exist while a speech connection exists and is terminated when the speech connection ends.

• Can be ended manually by the user.

• Can be initiated from any user in the conversation.

Note   See also "Considerations" on page 28 for additional restrictions.

❯ **To use Application Sharing/Collaboration**

1. From the Main Console, click the names of the session members, then right-click to select Collaboration. The Collaboration window (see Figure 6 on page 13) displays.

2. From the Active Window, select an application from the Application Selection list.

Note   If the application you want to share is not shown in the Active window list, you must first place it on your desktop.

3. Make a selection from the Edit Mode (defaults to Originator) and from the size selection (Same as Sender/Fit screen).

4. Click Start. The application is displayed on the recipient's PC. The Main Console window (shown below) displays on both the transmitter and recipient's PCs. The arrow next to Collaboration shows the transmitting direction.

File Transfer

File Transfer enables you to transmit selected files to Session Members that are logged on to VCS.

❯ **To Transfer a File**

1. From the Main Console, click the names of the session members, then right-click to select File Transfer. The File Transfer window (see Figure 6 on page 13) displays.

Note Use the Shift key to select more than one session member, two or more transmissions can be carried out simultaneously.

2. Click Select button and select by browsing to the files in the file box on the display.

3. Click Start. The file transfer status displays.

Note During File transfer, the sender and receivers cannot click the Close button in the upper right corner of the window. You can click this button only after the file transfer is complete. However, the window can be minimized.

4. Click Close once transfer is complete.

❱ **To Receive a File**

1. The file receive window opens automatically on receiver's PC when a sender starts file transfer.

2. (Optional) Click Select if you want to change the Save to folder.

3. Check the list of files which are going to be transferred and click the OK or Reject button.

Note After you select either the OK or Reject button, the file transfer receive window is closed. If you click OK, the file transfer window is opened and file transferring begins. If you click Reject, the file transfer is canceled and the status of file transfer is displayed as Uncompleted in the right space of the person's name on sender's PC.

While transferring files, sender's and receiver's can't click the close button of the upper right corner of the file transfer window. But you can click the minimize button and stop button. After the file transfer is complete, you can click the close button.

After finishing the file transfer, the status of the file transfer is displayed as Completed in the right space of the person's name on both sender's and receiver's PC.

4. You (receiver) can open the folder which contains the transferred files.

Message Board

❱ **To open Message Board and send a message**

1. From the Main Console, click the names of the session members, then right-click to select Add to message board. The Message Board window (see Figure 9 on page 21) displays.

2. Ensure the Member(s) you want are checked or unchecked under Member Selection.

3. Type your message in Message box.

4. Click Enter.

Note This box is checked by default every time the Message Board window is opened. When this box is checked, a message gets transmitted every time you press Enter in the Message area.

When this check box is unchecked and you press Enter in the Message area, a line of text begins. The maximum number of characters for a message is 512; a space counts as a character and a new-line as two characters.

❱ **To close and save messages from a Message Board**

1. Click the **X** at the top right corner to close the window. A file saving dialog box displays.

2. Click Save.

❱ **To add/delete members to a Message Board**

All the members displayed on the main console are displayed on the member selection list. The user currently checked on this list is chosen for message transmission.

❱ From the Main Console, click the names of the session members, then right-click and select Add to message board.

❱ To delete a user from Message Board, from the Main Console click the names of the session members, then right-click and select Delete from a message board.

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Telephone Integration

4

This chapter describes the following VCS video features pertaining to telephone activity:

- Supervised Call Transfer
- Blind Call Transfer
- Conference
- Hold
- Retrieve
- Override
- Call Forward

Note For additional information on using your telephone, see *Strata CIX and CTX IPT/DKT Telephone User Guide*.
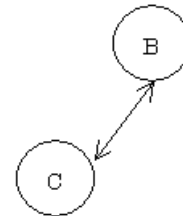
Call Transfer (Supervised)

1. While on a call, you (A) and a second party (B) have VCS activated on your PCs.

2. You now want to transfer the call to a third party so you press **Cnf/Trn**. The video and shared application windows no longer display (both yours and your buddy's) on the PC.

3. You dial the extension where you want the call transferred. The Third party (C) answers the phone and video communication starts between you and the called party. You remain on the line and announce the call (supervised transfer).

4. You press **Cnf/Trn** again and the other two parties are connected. If each of the parties have VCS installed, video communication between the second (B) and third parties (C) start.
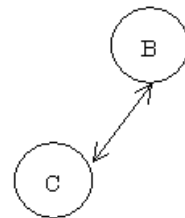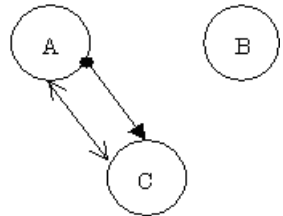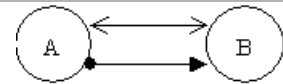5. Application sharing is not inherited and would need to be restarted.

Legend

Video Stream

App. Sharing Stream
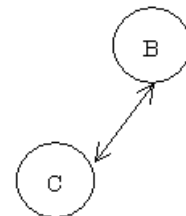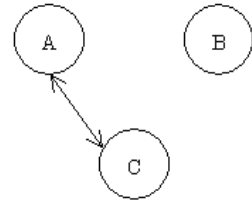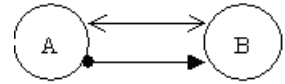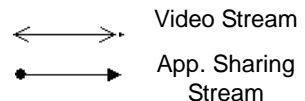
Call Transfer (Blind)

1. While on a call, you (A) and a second party (B) have VCS activated on your PCs.

2. You now want to transfer the call to a third party so you press **Cnf/Trn**. The video and shared application windows no longer display (both yours and your buddy's) on the PC.

3. You dial the extension where you want the call transferred. The Third party answers (C) and you hang up (blind transfer).

4. If each of the parties have VCS installed, video communication between the second (B) and third parties (C) start.
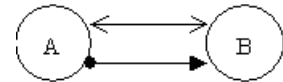5. Application sharing is not inherited and would need to be restarted.

Legend

Video Stream

App. Sharing Stream
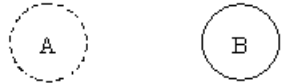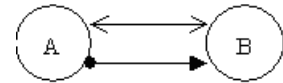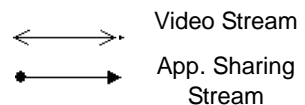
Three-way Conference Call

1. While on a call, you (A) and a second party (B) have VCS activated on your PCs.

2. You now want to conference in a third party so you press **Cnf/Trn**. The video and shared application windows no longer display (both yours and your buddy's) on the PC.

3. You call another station or outside line (C). When the called party answers, press **Cnf/Trn**. The video communication starts between the conference master (A) and the third party (C).

Note Video communication cannot start with C unless the VCS was started prior to the call with (B).

4. If the conference master (A) exits from the telephone connection and if each of the parties (B, C) have VCS installed, video communication between the second (B) and third parties (C) start.
5. Application sharing is not inherited and would need to be restarted.

Legend

Video Stream

App. Sharing Stream

Restrictions

- Video communication cannot start if any of the video communication did not start before the 3-way voice conference was established.

- If a four-way conference call is established, none of the participates can have video communication or application sharing.

Hold

1. While on a call, you (A) and a second party (B) have VCS activated on your PCs.

2. You now want to place the other party on hold so you press **Hold**. The video and shared application windows no longer display (both yours and your buddy's) on the PC.

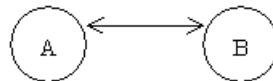| **Legend** |
| --- |
| Video Stream |
| App. Sharing Stream |
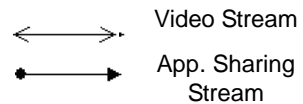
Condition

- If the call is a three-way conversation, video communication stops between the first and third parties and starts between the second and third parties. Application sharing must be started manually.

Retrieve

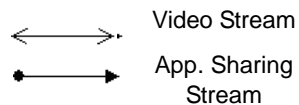1. While on a call, you (A) and a second party (B) have VCS activated on your PCs.
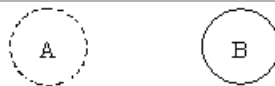
2. You now want to retrieve the call on hold so you press the flashing line button. The video communication starts on both PCs (A, B).

**Note** Application sharing is not inherited and would need to be restarted.

Legend

Video Stream

App. Sharing Stream

Condition

• If the call is a three-way conversation, video communication and application sharing continues between the two held parties.

Override (Executive and Privacy)

1. While on a call, you (A) and a second party (B) have VCS activated on your PCs.

2. A third party (C) uses an override to enter your conversation (A,B). No video communication starts with the third party (C).

3. If one of the two original parties drop out of the conversation, video communication between the overriding initiator (C) and the remaining party cannot start (B).
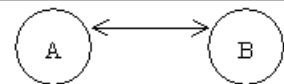
Legend

Video Stream

App. Sharing Stream
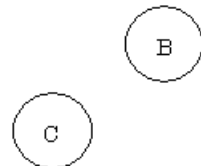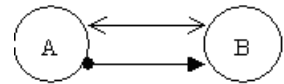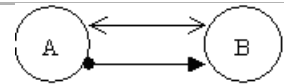
Call Forward

❸ Video communication starts between a party (A) who makes a call and a party (B) who answers the forwarding call.

Legend

Video Stream

App. Sharing Stream

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