

iVIEW Suite for Microsoft OCS 2007 and 2007 R2 Version 7.1



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iVIEW Suite version 7.F Ö^&^ { à^! 2009

Publication H

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ABOUT THIS MANUAL

The [iVIEW Suite for Microsoft Office Communicator Server 2007 User Guide](#) provides information on the basic configuration required to enable users to work with the iVIEW Suite window in Microsoft Office Communicator Server 2007.

RELATED DOCUMENTATION

Documentation is available on the RADVISION Utilities and Documentation CD-ROM supplied with the product and includes manuals and online helps. The manuals are in PDF format.

Note You require Adobe Acrobat Reader version 6.0 or later to open the PDF files. You can download Acrobat Reader free of charge from www.adobe.com.

CONVENTIONS USED IN THIS MANUAL

Microsoft Office Communicator Server 2007 is sometimes referred to as “OCS” throughout this manual.

FEEDBACK

The team at RADVISION constantly endeavors to provide accurate and informative documentation. If you have comments or suggestions regarding improvements to future publications, we would value your feedback.

Please send your comments to doc_comments@radvision.com.

We thank you for your contribution.

USING THE MICROSOFT OFFICE COMMUNICATOR SERVER (OCS) 2007 SCOPIA WINDOW

- [Installing the OCS 2007 Client](#) on page 1
- [Configuring the OCS 2007 Client](#) on page 1

INSTALLING THE OCS 2007 CLIENT

Contact your system administrator for installation information.

CONFIGURING THE OCS 2007 CLIENT



Procedure

- 1 Open the OCS 2007 client.
The SCOPIA window displays at the bottom of the OCS client screen.

Configuring the OCS 2007 Client



- 2 Click the **Virtual Room Settings** link to access your virtual room profile.

The screenshot shows the 'Virtual Room Settings' dialog box. It has a green header bar with the title 'Virtual Room Settings' and a 'Log Out' link on the right. The main area contains several fields: 'Virtual Room Name' (text box with 'Ian's Virtual Room'), 'Meeting Type' (dropdown menu with '86 - desktop Video'), 'Virtual Room Number' (text box with '60006'), 'Meeting PIN' (text box with '1111'), and 'Moderator PIN' (text box with '1111'). There are green question mark icons next to the PIN fields. A checkbox labeled 'Place participants in a 'waiting room' until the moderator joins the meeting' is located below the PIN fields. At the bottom of the dialog are 'OK' and 'Cancel' buttons.

- 3 (Optional) Modify your virtual room name and PINs.
- 4 To access a virtual room or to join an ad hoc meeting, enter the virtual room number or the meeting ID in the Meeting ID field and click **Join**.
- 5 If the meeting is PIN-protected, enter the PIN in the Meeting PIN field and click **OK**.

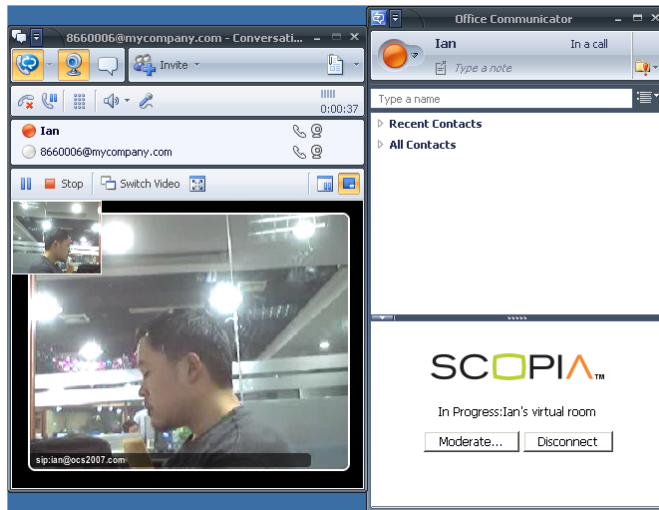
Note OCS client video sessions do not support functionalities such as chat, invite or file sending.

- 6 On the client machine desktop, answer the incoming call from the MCU.



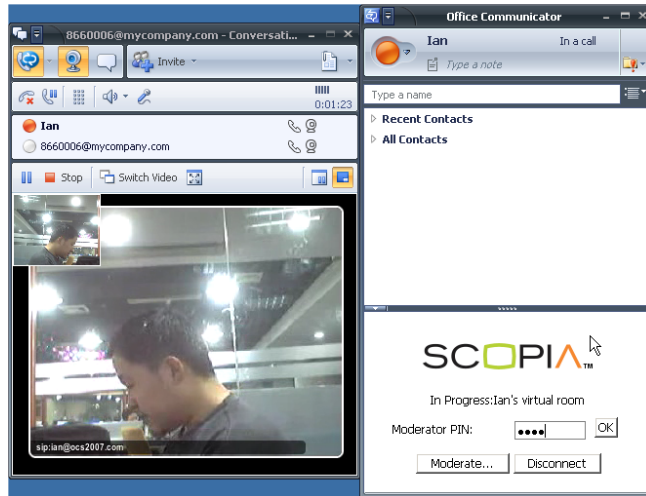
The call connects and the SCOPIA window indicates that the meeting is in progress.

Note When an OCS client connects to the MCU for the first time, you might need to wait a few seconds before the video displays correctly.

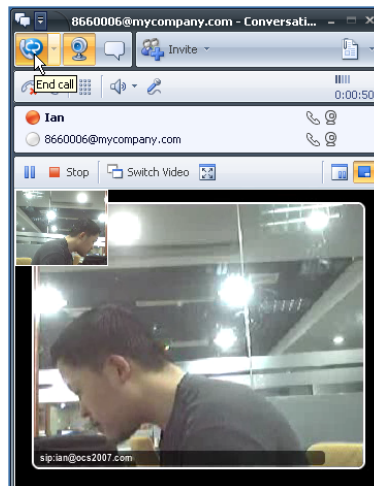


- 7 Click **Moderate** to open the Conference Control screen for managing live meetings.
- 8 Enter the Moderator PIN if the meeting is protected.

Configuring the OCS 2007 Client



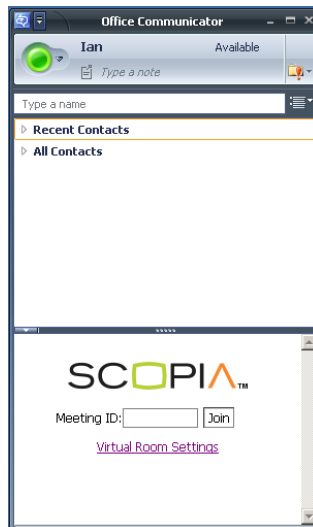
- 9 Click **OK** to display the iVIEW Suite Conference Control screen.
- 10 To disconnect from the SCOPIA meeting, perform one of the following:
 - Terminate the call from the video window, or



- Click **Disconnect** in the SCOPIA window.



Once the call is disconnected, the entry screen is displayed again in the SCOPIA window.





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