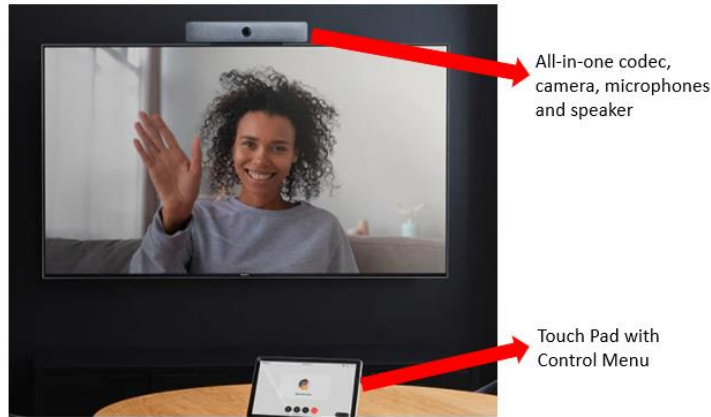


Quick Reference Guide

VIRTUAL CARE ENDPOINT: ROOM KIT MINI

This quick reference guide demonstrates how to use a Cisco Room Kit Mini for Virtual Care. The Room Kit Mini has automatic noise suppression to eliminate background noise and 'Best Overview' which can automatically detect and orient the camera to the speaker. The Room Kit Mini also has a camera with 120-degree field of view.

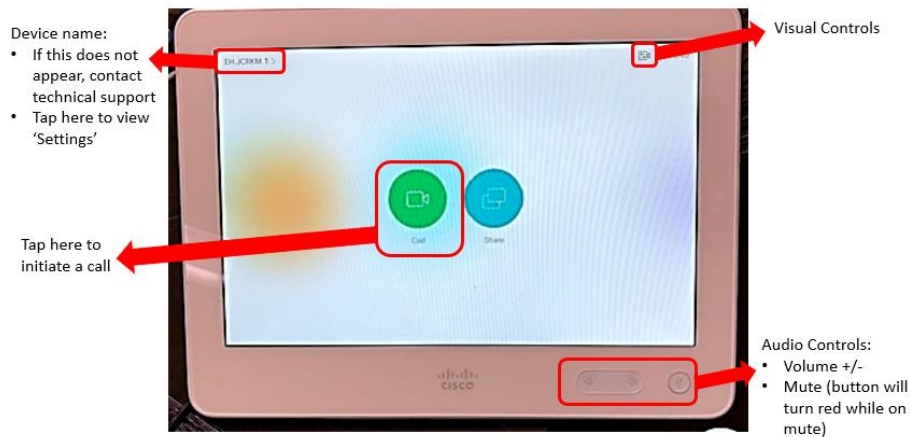
Getting Started



- This endpoint will 'wake-up' when someone walks into the room. If the system does not automatically wake-up, tap the touch panel to get started.

The Touch Panel

- To navigate the system, use the touch panel:



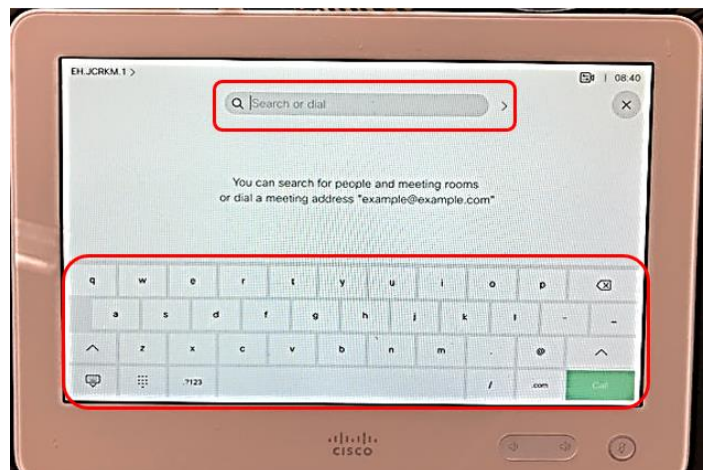
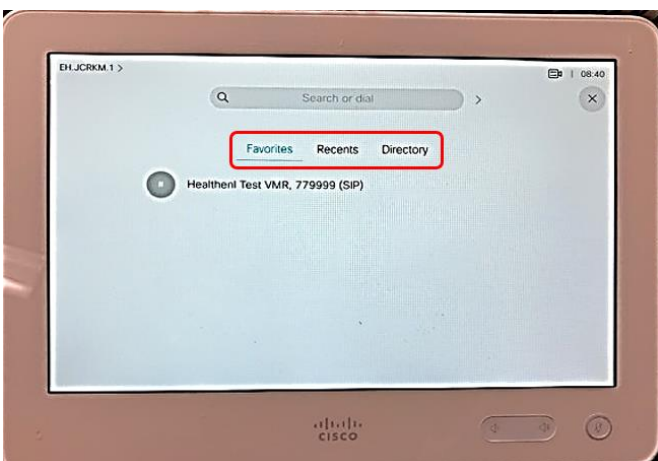
Receiving a Call

- When there is an incoming call, you will hear a ringtone. You may accept or decline the call, as follows:
 - Tap **Decline** on the touchpad to decline an incoming call. If you decline the call, a message stating that the unit is busy will be sent to the caller
 - Tap **Answer** on the touchpad to answer an incoming call



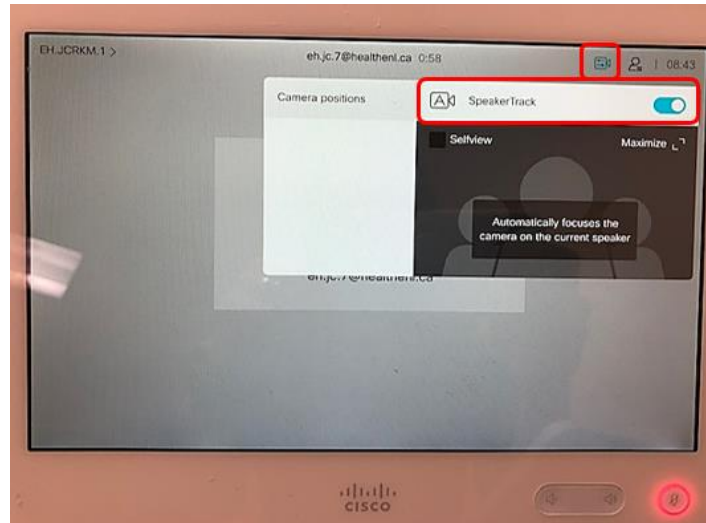
Initiating a Call

- To initiate a call, complete the following steps:
 - Tap **Call** on the touchpad home screen
 - Select the dialing information for the person or virtual care endpoint you would like to call-
 - Tap **Favorites** to view and select a contact that has been saved
 - Tap **Recents** to view and select a contact from a list of recent calls
 - Tap **Directory** to view and select a contact from the virtual care directory/phonebook
- OR**
- Tap the **Search or dial** bar and then use the touch keyboard to enter dialing information for the call or search for a contact
 - To initiate the call, tap **Call** next to the applicable contact



Call Options

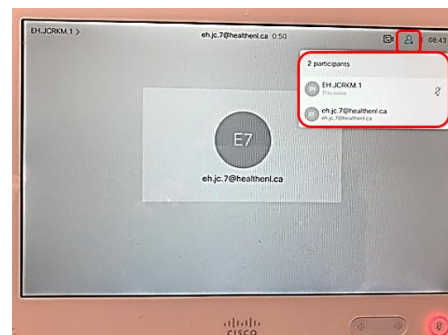
- To enable 'Best Overview' which automatically focuses the camera on the current speaker while in a call, tap the camera icon with the arrows at the top of the touchpad screen. Tap anywhere outside the menu to exit.



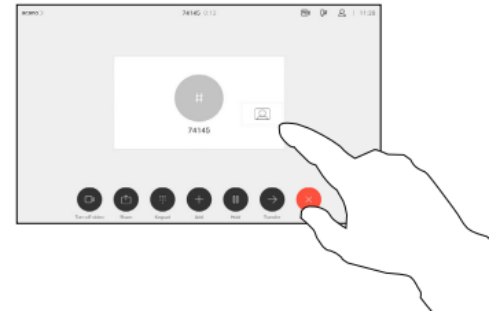
- To adjust the camera's pan, tilt and zoom, tap the Camera icon in the top right corner on the touchpad screen and turn off 'Best Overview'. Use the arrows in the black area to adjust the camera direction and the +/- to adjust the zoom. Tap anywhere outside the menu when you are done.



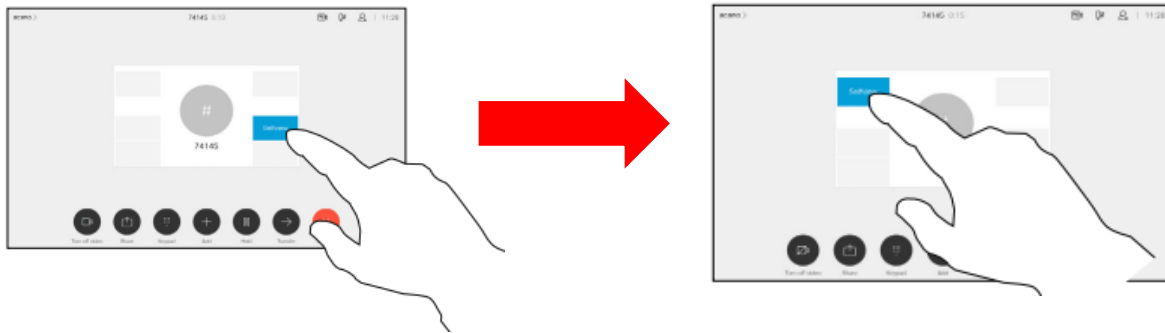
- Tap the person icon in the top right corner of the touchpad screen to see a call participant list. Tap anywhere outside the menu to exit.



- If you want to turn the self-view off while in a call, tap the self-view icon on the touchpad screen, as shown here. To enable self-view again, tap the camera icon at the top of the screen and enable self-view.



- To move the self-view image while in a call, tap and hold the self-view icon on the touchpad screen. The self-view image turns blue and you can see alternative positions available for the image appear on the screen. Keep holding the icon, drag it to the new position and then release the image in the new position.



- Use the volume +/- and mute buttons at the bottom of the touchpad to adjust audio settings. Please note that the mute button will be red while you are on mute.
- While in a call, tap anywhere on the touchpad screen to view the call options menu:
 - Tap **Turn off video** to turn off your video. Please note that the other call participants will not be able to see you, but they will still be able to hear you
 - Tap **Hold** to place the call on hold. Tap **Resume** to resume the call
 - Tap **End Call** to leave the call



Please note: To clean/disinfect the unit and touch panel, use 70% isopropyl alcohol solution or wipes.