



VidyoMobile™ for Android

Quick User Guide

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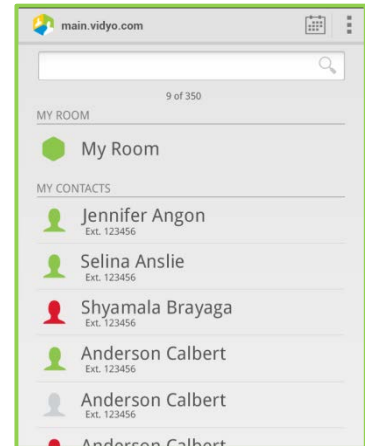
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Chapter 1: Calling

Once you've gotten your VidyoMobile app from the Google Play Store and you've accepted the license agreement, you can log into VidyoMobile.

When you log in, you'll see the Contact List screen.

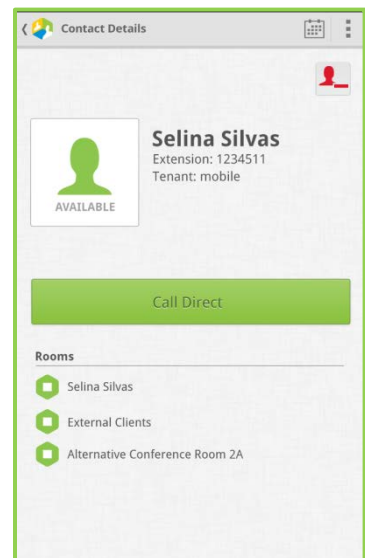
Note: If you would like to see the list of supported operating systems, tested and certified devices, and minimum system requirements before you begin making calls with VidyoMobile for Android, see the *VidyoMobile for Android Release Notes*.



Making a Direct Call

To make a direct call:

- If the person or room you want to call is on your My Contacts list on the Contact List screen:
 1. Tap the name of the person you want to call.
The Contact Details screen appears.
 2. Tap **Call Direct**.
- If you need to search for a person or a room:
 1. Tap the Search field on the Contact List screen.
 2. Enter the name (or part of the name) of the person or room you want to call.
 3. Tap the name of the person or room when it appears on the Search list.
The Contact Details screen appears.
 4. Tap **Call Direct**.

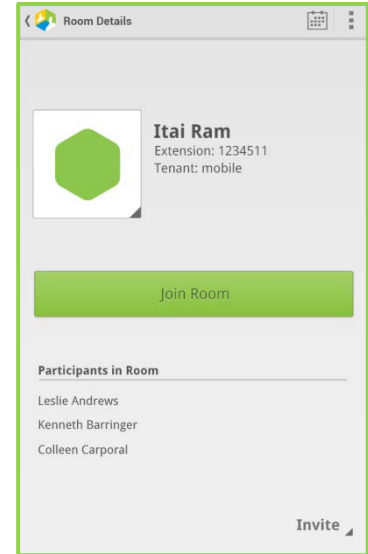


Joining Conferences

Joining a Conference in Your Own Room

To join a conference in your own room:

1. Tap the room you want to join on the My Rooms list.
The Room Details screen appears.
2. Tap **Join Room**.



Joining a Conference in Someone Else's Room

To join a conference in someone else's room:

1. Search for the person or room as described on page 3 OR if the person is already in your My Contacts list, tap on the person's name.
That person's Contact Details screen appears.
2. Tap the name of the room you wish to enter.

Joining a Conference Using Inter-Portal Communication

Inter-Portal Communication (IPC) enables you to join a conference that is taking place on a different VidyoPortal (as long as that other system also has IPC enabled). IPC is available with VidyoPortal version 2.2 and later. To find out if your organization uses IPC, contact your system administrator or Help Desk.

To join a conference using IPC:

1. Tap the Search field on the Contact List screen.
2. Enter the Vidyo address of the person you want to call using this format:
`user_name@portal_name.`

The Vidyo address is made up of the person's Vidyo user name, the @ sign, and the domain name of the person's VidyoPortal. For example, `tommyc@main.vidyo.com`.

3. Tap a name from the search results.
4. Tap **Join Room**.

Joining a Conference Using a Guest Link

When you receive an invitation to join a conference, you can join as a guest whether you have a Vidyo account or you have no account (as long as you are using VidyoPortal version 2.2 or later).

To join a conference using a guest link:

1. Open the email invitation to join the conference.
2. Tap on the link.
3. Tap on the browser you want to use from the list that appears onscreen.
4. Tap **Join Conference**.
5. Enter a display name.
This is the name that will appear on-screen when you are in the conference.
6. Tap **Join**.

Calling Non-Vidyo Users

A non-Vidyo user (also known as a legacy user) is a user with a landline telephone, a cellphone that doesn't have VidyoMobile installed, or a conferencing system that uses non-Vidyo standards.

If a non-Vidyo user has been added to your system by your system administrator, you can call that person in the same way you would call a Vidyo user (see [Making a Direct Call](#)). However, to call a non-Vidyo user who has not been added to your system, you must perform the following steps.

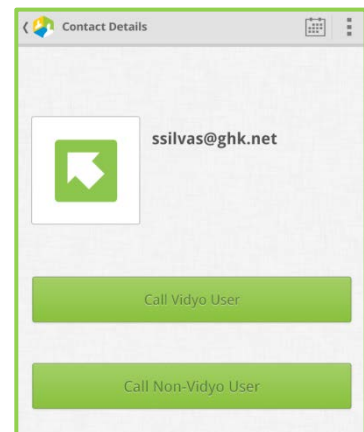
To call a non-Vidyo user who has not been added by your administrator:

1. Tap the Search field on the Contact List screen.
2. Enter the VidyoGateway™ service prefix and the address of the person you want to call.

The service prefix followed by the address is called the *dialing string*. You'll need to ask your system administrator or Help Desk for this information.

The dialing string you enter will appear in the External Contacts list on the screen.

3. Tap **Call Non-Vidyo User**.



Answering an Incoming Call

VidyoMobile must be running (either in the foreground or the background) in order to receive incoming calls.

To answer an incoming call:

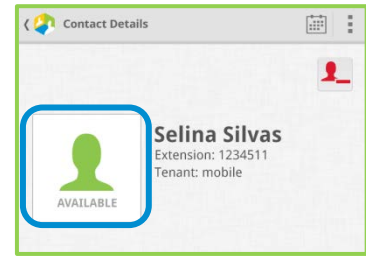
- To accept a call, tap the **Accept** button when you hear a ringtone and see a pop-up announcing the call.
- To decline a call, tap the **Decline** button.

When you decline a call, the person calling you will be notified.





Understanding the Status Icons

User Status

A user's status indicates whether you can place a direct call to that person, join his or her room, or invite him or her to attend a meeting. The user status icons appear to the left of the user's name on the Contact Details screen.



This table describes the various user status icons:




This icon...	Indicates that...
	The user is online and available to receive a direct call or to join a room. Both the Call Direct and Join Room buttons are selectable.
	The user is online but is currently in a call or conference. You cannot make a direct call to this user; however, you can join the user's room if it is not full or locked. The Call Direct button is grayed out, but the Join Room button is selectable.
	The user is offline (not logged into the Vidy Portal). You cannot make a direct call to this user; however, you can join the user's room if it is not locked. The Call Direct button is grayed out, but the Join Room button is selectable.
	The user is a non-Vidyo user or is using IPC. For more information, see Calling Non-Vidyo Users or Joining a Conference Using Inter-Portal Communication .








Room Status

A room's status indicates whether you can join the room and whether the room is PIN-protected or locked. The room status icons appear to the left of the room name on the Room Details screen.



This table describes the various room status icons:

This icon...	Indicates that...
	The room is available, so you can enter the room. The Join Room button is selectable.
	The room is available and PIN-protected. If you attempt to join the room, you will be asked to enter a PIN. (For more information about how to set a PIN, see Setting the Room Security .) The Join Room button is selectable.
	The room is occupied. You can enter the room as long as it is not full. The Join Room button is selectable.

This icon...	Indicates that...
	The room is occupied and PIN-protected. If you attempt to join the room, you will be asked to enter a PIN. (For more information about how to set a PIN, see Setting the Room Security .) The Join Room button is selectable.
	The room is locked, so you cannot enter it. The Join Room button is grayed out.
	The room is locked and PIN-protected, so you cannot enter it. The Join Room button is grayed out.
	The room is occupied and locked, so you cannot enter it. The Join Room button is grayed out.
	The room is occupied, locked, and PIN-protected, so you cannot enter it. The Join Room button is grayed out.
	The room is full, so you cannot enter it. The Join Room button is grayed out.
	The room is on a non-Vidyo (a.k.a, legacy) system.

Inviting Others to Your Call or Conference

To invite others to your call or conference:

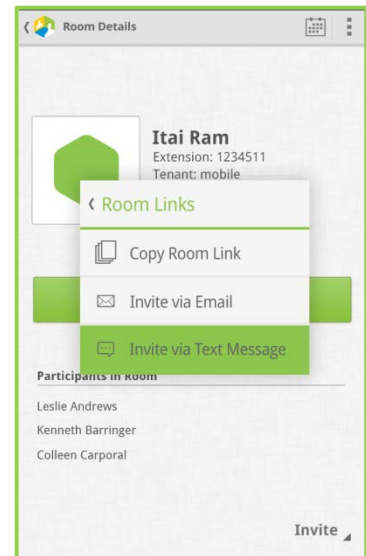
1. Tap the room that you want to invite other participants to on the My Rooms list.

The Room Details screen appears.

2. Tap **Invite** in the lower-right corner of the screen.

The Room Links pop-up appears.

3. Do one of the following:
 - To copy the room link so that you can paste it elsewhere, tap **Copy Room Link**.
 - To send an email invitation that includes the room link, tap **Invite via Email**.
 - To send a text message that includes the room link, tap **Invite via Text Message**.



Chapter 2: Setting Up VidyoMobile

This chapter describes the various ways you can set up VidyoMobile to suit your preferences.

Adding Contacts to Your My Contacts List

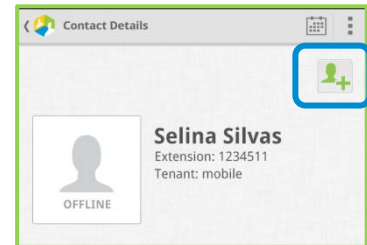
To add a contact to your My Contacts list:


1. Tap the Search field on the Contact List screen.
2. Enter the name (or part of the name) of the person you want to add.
3. Tap the name of the person when it appears on the Search list.

The Contact Details screen appears.

4. Tap the **Add to Contacts** button.

After a few seconds, the contact will be added to your My Contacts list.



Note: After you tap the **Add to Contacts** button, it changes to the **Remove Contact**  button, which you can tap at any time to remove the contact from your My Contacts list.

Setting the Room Security

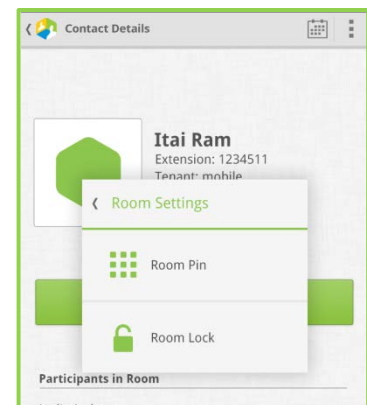
Locking Your Room

To lock your room:

1. Tap the room you want to lock on the My Rooms list on the Contact List screen.
2. Tap the user status icon to the left of your name on the Contact or Room Details screen.

The Room Settings pop-up appears.

3. Tap **Room Lock**.



PIN-Protecting Your Room

To set a PIN:

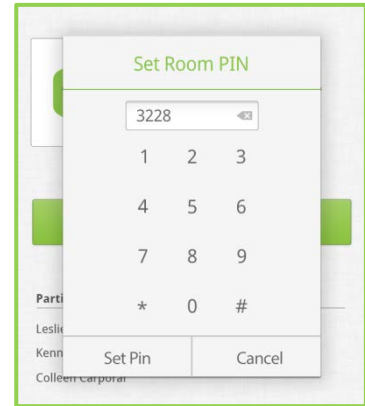
1. Tap the room for which you want to set a PIN on the My Rooms list on the Contact List screen.
2. Tap the user status icon to the left of your name on the Contact or Room Details screen.

The Room Settings pop-up appears.

3. Tap **Room Pin**.
4. Enter the PIN using the keypad.

The PIN can be from 3 to 12 numerals in length. Do not use the star (*) or pound (#) characters.


5. Tap **Set Pin**.
6. Notify the other participants in your conference of the PIN so that they can enter the room.



Configuring the Settings

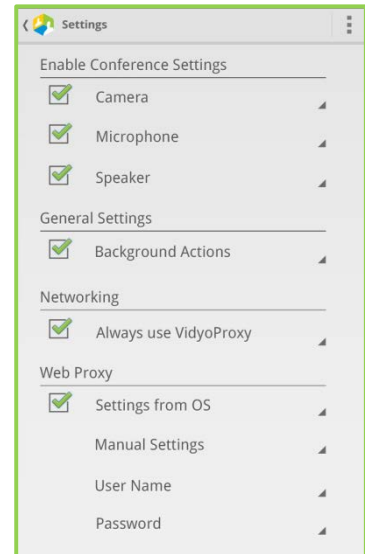
The Settings screen enables you to configure various options for your VidyoMobile device.

To access the Settings screen:

1. Tap the Options icon  in the upper-right corner of the screen.
2. Tap **Settings**.

The Settings screen appears.

This table describes each of the settings:



This setting...		Enables you to...
Enable Conference Settings	Camera	Join conferences with your camera enabled (turned on) or disabled (turned off).
	Microphone	Join conferences with your microphone enabled (turned on) or disabled (turned off).
	Speaker	Join conferences with your speaker enabled (turned on) or disabled (turned off).

This setting...		Enables you to...
General Settings	Background Actions	Keep VidyoMobile running while it is not in the foreground on your Android device.
Networking	Always use VidyoProxy	Use VidyoProxy. Select this check box if your system administrator or Help Desk has instructed you to do so.
Web Proxy	Settings from OS	Use the Web Proxy settings that Android has designated.
	Manual Settings	Manually configure your Web Proxy settings. To do this, contact your system administrator or Help Desk for more information. Note that this check box is available only if the Settings from OS check box is not selected.
	User Name	Enter your Web Proxy username. This is not the same as your VidyoMobile username. Contact your system administrator or Help Desk for this information.
	Password	Enter your Web Proxy password. This is not the same as your VidyoMobile password. Contact your system administrator or Help Desk for this information.
Front Camera Settings	Camera Home Orientation	Set your front camera's orientation. You can choose from Automatic, Up, Down, Left, or Right.
	Rotated Home Orientation	Set your front camera's orientation when your camera is rotated on its side. You can choose from Automatic, Normal, or Flipped.
Rear Camera Settings	Camera Home Orientation	Set your rear camera's orientation. You can choose from Automatic, Up, Down, Left, or Right.
	Rotated Home Orientation	Set your rear camera's orientation when your camera is rotated on its side. You can choose from Automatic, Normal, or Flipped.

Chapter 3: Participating in Calls







This chapter describes various actions you can take once you are in a Vidyo call.

Using the In-Call Menu

To view the In-Call menu, tap once on the screen while you are in a call. The menu appears briefly and then hides again.

This table describes the In-Call menu icons:



This icon...	Enables you to...
	Toggle among displaying your name only, displaying your name, resolution, and frame rate, and displaying no text.
	Toggle among using your front camera, using your back camera, or turning off your camera. Note that all three of these functions may not work on all devices.
	Mute your microphone. When muted, the icon has a slash through it as shown. To unmute, tap the icon again.
	Mute your speakers. When muted, the icon has a slash through it. To unmute, tap the icon again.
	End your direct call or leave the conference.
	See how many participants are currently in the dock (which is an area at the bottom of the screen that holds small images of participants). The number in this icon's upper left-hand corner represents the number of participants currently in the dock. This icon appears only when you have placed one or more participants in the dock. For more information, see Viewing the Call Participants .

Viewing the Call Participants

VidyoMobile typically displays the loudest speaker in the largest tile on-screen. However, if you want more control over how participants appear on-screen:

1. Double-tap the participant's tile.

The participant's image fills the screen, and a ★ and an ✕ appear in the upper right-hand corner of the screen.

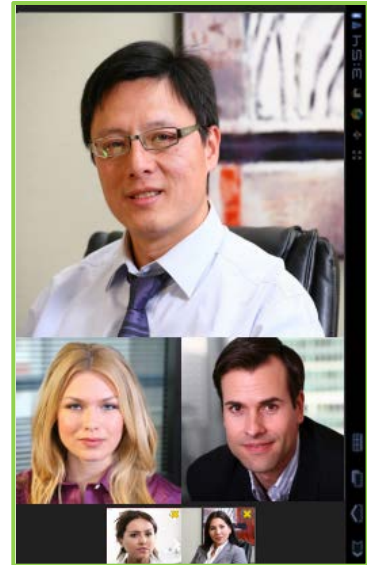
2. Tap the ★.

The star turns yellow ★. Participants with yellow stars have precedence over other

participants when VidyoMobile determines who should appear in the largest tile.

These are some examples that help illustrate how the symbols work:

- If you have one yellow starred ★ participant, that person will always appear in the largest tile regardless of other participants who may speak louder.
- If the number of yellow starred ★ participants matches the maximum number of participants your device can display, you'll never see an unstarred participant.
- If there's more than one yellow starred ★ participant, those participants will switch in and out of the largest tile according to the loudest speaker among the starred group.



This table describes other actions you can take to control how you view participants during a call:

To...	Do this...
View a participant full-screen	<ul style="list-style-type: none"> ■ Double-tap the participant's image. <p>The participant's image fills the screen and a ★ and an ✕ appear in the upper right-hand corner of the screen.</p>
Place a participant in the dock	<ol style="list-style-type: none"> 1. Double-tap the participant's image so it fills the screen. 2. Tap the ✕ in the upper right-hand corner of the screen. <p>The participant is sent to the dock, thereby excluding that participant from appearing in the main layout.</p>
Enable a participant in the dock to appear in the main layout.	<ul style="list-style-type: none"> ■ Tap the ✕ in the upper-right corner of the participant's tile in the dock.
Remove a participant from the yellow starred ★ group	<ul style="list-style-type: none"> ■ Tap the ★. <p>That participant will no longer have precedence over other participants when VidyoMobile determines who should appear in the largest tile.</p>
View the participants in the dock who are currently off-screen.	<ul style="list-style-type: none"> ■ Swipe left or right on the dock.

Using Far-End Camera Control

Far-end camera control (FECC) enables you to pan, tilt, and zoom the cameras at far-end sites as long as those cameras are capable of PTZ.

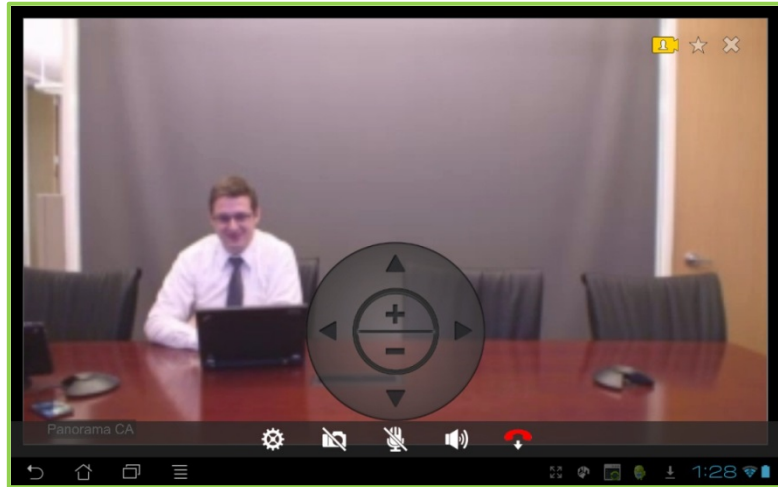
To use FECC:

1. Double-tap on the window of the site whose camera you want to control.

The window expands and you see three icons (a camera, a star, and an X) in the corner of the window. If the far-end site does not have a camera that is capable of PTZ, the camera icon does not appear.

2. Tap the camera icon.

The camera icon turns yellow and the camera controller appears.



Note: You may notice a slight degradation in the video quality when using FECC. This occurs because some of the bandwidth is used to control the camera. However, as soon as you stop using FECC (as described in Step 4), the video quality immediately returns.

3. Adjust the camera as needed:


- Tap the arrows to pan or tilt the camera.
- Tap the plus sign to zoom in or tap the minus sign to zoom out.

If you do not use the camera controller, it eventually disappears from the window. To make it appear again, simply tap the window.

4. When you are done adjusting the camera, tap the camera icon.

Logging Out and Sending Logs to Support

To log out and/or send logs to Support:

1. Tap the Options icon  in the upper-right corner of the screen.
2. Do one of the following:
 - To send logs to Support, tap **About** and then tap **Send logs to support**.
 - To log out, tap **Log Out**.