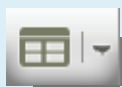


## VidyoDesktop Controls



Change the screen layout/number of participants



View in full screen mode



Share the desktop and applications



Toggle shared applications



Turn on/off self-view mode



Increase/decrease the speaker volume and mute



Increase/decrease the microphone volume and mute



Toggle Video on/off



Open the Configuration page



Disconnect from conference

## Best Practices for Video/Audio Devices

Position your camera either on or near your display, and center the VidyoDesktop™ window underneath the camera. The camera should broadcast you straight on so that you appear to be making direct eye contact.

### Recommended Webcams



- Logitech HD Pro Webcam C920, C910, B910
- Logitech Webcam Pro 9000
- Creative Live! Cam

### Speaker/Microphone

If you are using an external speaker or microphone, place it in front of you, but far enough away from your computer to avoid picking up background noise.

### Recommended Audio Devices



#### Speakerphones

- ClearOne Chat-50 or Chat 150
- Jabra SPEAK 410
- Phoenix Duet MT202-PCO
- Plantronics MCD100

#### Headsets

- Microsoft Lifechat LX-3000 (Wired)
- Plantronics Headset with Plantronics USB Adapter 01 (Wired)

### How to Get the Best VidyoConferencing Experience

- Use a wired network connection and disable wireless.
- Use the recommended audio/video devices to prevent echo.
- Plug each device into your computer's USB ports rather than a USB hub.
- If you are using a laptop, avoid running on battery.
- Set your computer's Power Plan to "High Performance".
- Make sure you have the latest drivers for the devices you use during VidyoConferencing (camera, microphone, and so forth).



# Vidyo®

## Linux Quick Guest Guide

### Joining a VidyoConference™

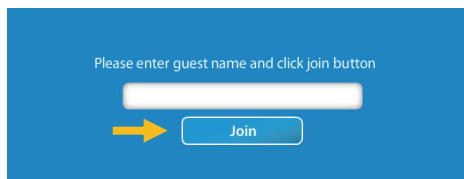


## Connecting to a Vidyo Call Using a Guest Link

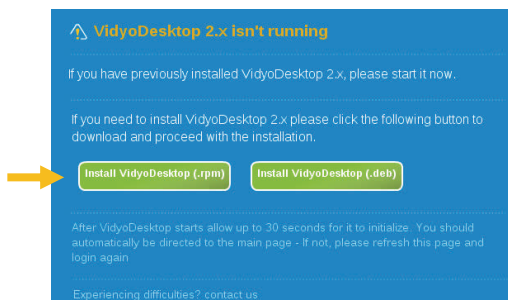
1. Open the invitation that was emailed to you.
2. Click on the link in the email.

For example: <http://companydomain.com>

The VidyoDesktop guest name page appears.



3. Enter your name, and then click the **Join** button.

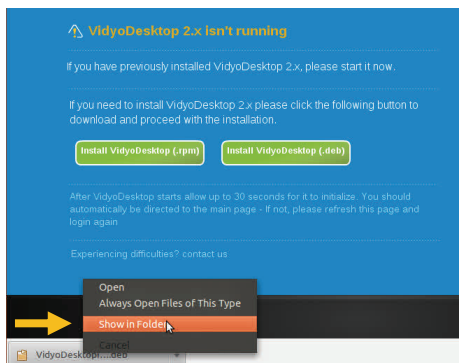


4. Click the **Install VidyoDesktop** button for your Linux distribution.

Select **.deb** for Ubuntu and Debian. Select **.rpm** for most other Linux distributions.

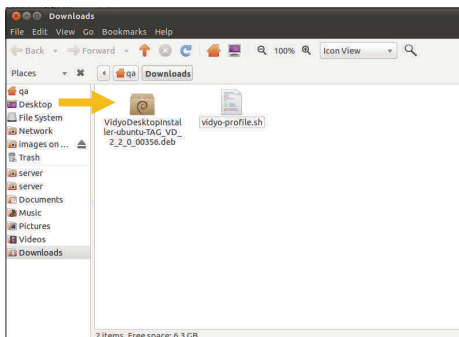
5. If you are using Google Chrome, right-click the VidyoDesktop download package at the bottom of the screen and select **Show in Folder**.

If you are using Firefox, first click **OK** to save the file, and then right-click and open the download package.



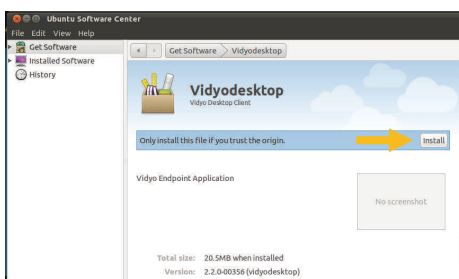
The “Downloads” folder will open. This contains the VidyoDesktop package.

6. Double-click the VidyoDesktop package in the “Downloads” folder.



The following steps describe how to install VidyoDesktop for Ubuntu users. If you have a different distribution, your procedure may vary slightly, but in most cases you can simply follow the on-screen prompts.

7. Click the **Install** button on the Ubuntu Software Center page.

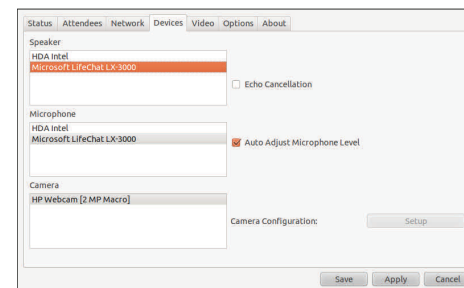


8. If you are asked to authenticate, enter the root password and click **Authenticate**.

The VidyoDesktop package will then begin installing.

9. When VidyoDesktop finishes installing, it may automatically start. If it does not, start it by selecting **Applications > Internet > VidyoDesktop**.
10. The first time you launch VidyoDesktop or if you change your camera/audio device, you may have to select the speaker, microphone, and webcam you want to use:
  - a. If the Status window appears, click the Devices tab. Choose the recommended speaker, microphone, and camera, and then click the **Save** button.
  - b. If the configuration window does not appear, right-click the VidyoDesktop icon and choose **Configure**.

**Note:** If you have plugged in a USB headset, be sure to select it as your speaker and microphone.



When you start a conference, the VidyoDesktop window will appear. If you are the first participant to enter the conference, you will only see yourself until the other participants join.

