

MONDOPAD 2.0 FOR WINDOWS® 10 Quick Start Guide



HARDWARE SETUP

- 1) The Mondopad device should be installed in an upright landscape position.
- 2) All cables should be connected to the Mondopad device, camera, and sound bar.
- 3) The Mondopad device and sound bar should be turned on (toggle both power switches to the ON position).
- 4) Press the power button on the side panel of the Mondopad device.
- 5) Wait 2-3 minutes for Windows to complete its internal processes. The device may reboot up to 2 times without intervention. This is normal.
- 6) If desired, verify that a keyboard and mouse are ready to use. A wired or wireless Internet access point is also required.

WINDOWS SETUP AND REGISTRATION PROCESS

The following section will guide you through the Microsoft Windows', Mondopad[™], and Microsoft Office' process. For detailed instructions, see the Mondopad Software Guide at www.infocus.com/support.

Microsoft[®] Windows 10 Setup

Using a keyboard and mouse, follow the Windows prompts to define your region and default language, accept the end-user license agreement, define Express or Custom settings (includes personal preferences, privacy and security settings, network, and diagnostic settings, etc.), and create a user account. If prompted to do so, enter the product key during this setup process.



NOTES:

- If you are connected to the internet via a wired connection, you do not need to set up wireless settings. In that case, tap **Skip the step**.
- After finishing the Windows setup, the display is ready for you to use.

Mondopad Software Registration

After finishing the Windows setup, the Mondopad device will restart, and the Mondopad registration process will begin. Allow 3-4 minutes for this to complete. Follow the prompts to choose the Mondopad software language and register the device with InFocus.



NOTES:

- 1) The default Administrator Access Code is 1111, however this code can be customized later.
- 2) If Mondopad does not register successfully, call InFocus Support at 1-877-388-8360.

InFocus.net Registration

You will be prompted to set up an InFocus.net account. Follow the prompts to set up an account if desired.

Register an Infocus.net account	
Do you have an infocus net account?	
	Skip

Microsoft Office Activation

Once the Mondopad registration process is complete, the Microsoft Office Activation process should begin automatically.

If it does not start automatically, go to the Windows Start menu and open any Office application, such as PowerPoint. Navigate to File > Account. Then click Activate Product. Follow prompts to enter your email address and password information. Click Sign In. When complete, click Update Options. Click Update Now unless another option is preferred. The Windows application restarts. Follow prompts to complete Office Activation. Note: You must install all updates to finish the activation process.

Screen prompts vary depending on the situation. Microsoft Office^{*} is included with your Mondopad Purchase, however licensing restrictions for this version of Office require that each copy be activated separately online per device.

_ ×	- ×
Thanks for your interest in Office. Now let's get started! Buy I want to buy Office. Activate I already bought Office. Try I want to try Office 365 free for a limited time.	Thank × Now Id Enter your product key is 25 characters and is typically found in your product packaging. Bury See product key examples Sign in with an active account instead Centinue Try I want to try Office 365 free for a limited time.
Privacy Statement	Privacy Statement
Office First things first. By clicking "Accept" you agree to the Microsoft Office License Agreement. View Agreement This product also comes with Office Automatic Updates. Learn more	Office Sign in and get the most out of Office. When you sign in, you can save your documents online to access them almost anywhere and share with anyone. Your settings are also online, so you'll always find Office just the way you left it. Learn more (Privacy Statement Sign in No thanks, maybe late.
Accept	4 Back to video

NOTES:

- 1) Locate the Microsoft Product Identifier card (which is either taped to the back of the monitor or in the Mondopad documentation package). **IMPORTANT**: Keep this card in a safe place for future reference.
- 2) If prompted to do so, enter your product key.
- 3) If prompted to do so, Choose the installation you want, tap Install Now.
- 4) If internet access is not available during the activation process, you will be required to register at a later date.
- 5) If prompted with the Help Protect and Improve Microsoft Office window, tap **Don't make changes**. This prevents interruptions during Mondopad[™] presentations and conference calls and allows you to perform updates at your convenience.
- 6) If required, you may install your own version of Office, provided that it includes the applications and tools native to the Microsoft Office Home and Business edition: Word^{*}, Excel^{*}, PowerPoint^{*}, etc. Office Starter Edition and 3rd-party Office equivalents will not function.

Mondopad First Time Setup Completion

Tap **Finish** to restart the Mondopad device.

InFocus N	Iondopad First Time Setup is complete	
	Your initial Mondopad setup is complete.	
	Consult the User's Guide to review additional features	
	Finish	

NOTES:

- 1) Be aware that if Windows Update is active your user base may be negatively affected as the update process may occur during a Mondopad working session.
- 2) InFocus reviews Windows updates constantly and does its best to ensure Mondopad software compatibility, however we recommend that caution is advised when running a Microsoft Windows update.

MONDOPAD SOFTWARE UPDATE



- 1) Once the Mondopad device restarts, the Mondopad Home page displays.
- 2) Tap Browser.
- 3) Tap the **Mondopad Admin** address in the Favorites column, or type **http://localhost/admin** in the browser window.
- 4) Type the Admin Access Code (by default, "1111") and tap Login.
- 5) Navigate to **Software Updates**.

Navigation	Home Page / Software Update	Logout	InFocus
▶ <u>Device</u>	Software Update Configuration		
Email Settings	Your Mondopad Software Maintenance Plan is ACTIVE. It will expire on 08/15/2018.		
Email Contact Editor			
Home Screen	☑ Enable the Mondopad to automatically check for software updates.		
Dual Display	Update Server Host URL: http://update.infocus.com/Mondopad/UpdateConfigWin1(Reset URL		
▶ <u>Background</u>			
Manage Local Files	Save Check for Updates Input Software Maintenance Plan Key		
▶ <u>Network</u>			
▶ <u>Wireless</u>			
▶ <u>Schedule</u>			
SIP Accounts			
▶ <u>Extras</u>			
Daytime Power			
Export/Import Settings			
Software Undate			
Change Access Code			
▶ About			

- 6) If you have purchased a software maintenance plan, tap **Input Software Maintenance Plan Key**.
- 7) Follow the screen prompts to add the Software Maintenance Plan Key.
- 8) Tap Check for Update.
- 9) If an update was found, tap **OK**.
- 10) Once the update has been completed, the Mondopad device will restart. This can take up to 20 minutes.

VIDEO CONFERENCING SIP SETTINGS

If external network access on port 5060 TCP/UDP inbound and outbound is available, the Mondopad device will auto provision by default. Once the device finishes auto provisioning with the InFocus.net server, a unique SIP address will be associated with the Mondopad device.

If you would prefer to set up a SIP account manually, see the Mondopad Software Guide at www.infocus.com/support.

EMAIL SETTINGS

For detailed instructions, see the Mondopad Software Guide at www.infocus.com/support.

1) From the Home page, navigate to **Browser**.



- 2) Type the Admin Access Code (by default, "1111") and tap Login.
- 3) Navigate to **Email Settings**.
- 4) Select the **Email Type** (Internet Email, Microsoft Exchange and Auto Provision Email) and enter the associated settings. Settings vary depending on the Email Type. **Note:** On new units, Email Type is set to Auto Provision by default.

Navigation	Home Page / Enail Settings	Logast InFocus	Nevigation	In Home Page / Enail Settings	Leasest Infocu
> Device	Terr.	Barrow Errol Confermition	a Depáre		Remove First Conference
> Email Settings			+ Email Settions		Remove Cristi Computatio
> Email Contact Editor	Email Server Information		Email Contact Editor	Email Server Information	
Home Screen	Ernel Type: Ann Provision Ernel w		Home Screen	Email Type: Microsoft Packange Set	
Dual Display	Email Scienciste Oction		Dual Display	trait	
Background	Zitable enal stanios		+ Background	User Name:	
 Manage Local Hies 	Etrable automatic email scanning		Manage Local Files	Password:	
> Network			Network	EWS URL	
· mreeu			• Wareless	Domains	
- SP Accounts			+ SIP Accounts	Email Scanning Option	
> Extras			+ falses	Ziodia analistation	
Daytime Power			Daytime Power	Rinable automatic email scarning	
Management			Management		
Export/Import Settings			Export/Import Settings		
Software Update			Software Update		
Change Access Code			Change Access Code		
> About			+ About		
Navigation	In Homm Page / Innall Settings	Logest InFocus			
+ Device	See.	Renous Erral Conferencies			
Email Settings					
Email Contact Editor	Email Server Information				
Home Screen	Email Type: Interact Crual				
Dual Display	Imat				
• Background	User Name:				
Manage Local Fres	Domains				
+ Wireless	Password:				
Schedule	terret and the second se				
+ SIP Accounts	Account type: [1977/09]				
+ Extran	And (2012) defaults are 110 or 9507 110				
Daytime Power Management	R This senser requires a secure connection (\$51).				
Export/Import Settings	Send Mail Server (SMTP)				
Change Access Code	Port (SMIP defaults are 25 or 587); 25				
+ About	This server requires a secure connection (SSL/TLS). 555.				
	R This server requires authentication				
	 Use same settings as my incoming mail server O Log on using 				
	User Name:				
	Password				
	Email Scanning Option				
	R truble email scanning				
	Etrable automatic email scanning				

- 5) Tap **Save** when finished: An email message will be sent and received by the device and if successful, will display the message "Receive mail success!"
- 6) If a failure message is received, tap **Save** again. This is usually necessary during a first-time set up due to the time required for the server and device to set up initial configuration settings.

OTHER SETTINGS

The Mondopad Administrative menus provide many customization options. For details, see the Mondopad Software Guide at www.infocus.com/support.

- If you are configuring multiple Mondopad devices, review the Settings Export section in the Mondopad Software Guide.
- InFocus also recommends that you change your Administrative Access Code from the default. For instructions, review the Change Access Code section in the Mondopad Software Guide.

3RD PARTY SECURITY PACKAGES

- 1) Windows includes a basic antivirus program called Windows Defender. If you are installing a 3rd party security package, Windows Defender should be disabled. We do not recommend installing more than one security software product at a time.
- 2) Also ensure the Mondopad[™] software is not blocked from accessing files on the hard drive or the Internet. It is important to ensure Mondopad's server functions are not inhibited by your security software. To support remote clients and interact with other devices, Mondopad[™] operates a web server on all available IP addresses.