



# Quadro<sup>CS</sup>

The Conference Server



## Manual I: **Installation Guide**

for QuadroCS, SW-Version 3.0.x

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## FCC Statement (Part 15) Class B

The Epygi Quadro has been tested and found to comply with the limits for a class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used according to the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which is found by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the aforementioned measures.

## Electrical Safety Advisory

To reduce the risk of damaging power surges, we recommend you install a quality AC surge suppressor in the AC outlet from which the Quadro is powered.

## Industry Canada Statement

This product meets the applicable Industry Canada technical specifications.

## Safety Information

Before using the Quadro, please review and ensure the following safety instructions are adhered to:

- To prevent fire or shock hazard, do not expose your Quadro to rain or moisture.
- To avoid electrical shock, do not open the Quadro. Refer servicing to qualified personnel only.
- Never install wiring during a lightning storm.
- Never install telephone jacks in wet locations unless the jack is specified for wet locations.
- Never touch un-insulated telephone wire or terminals unless the telephone line has been disconnected at the network interface.
- Use caution when installing or modifying cable or telephone lines.
- Avoid using your Quadro during an electrical storm.
- Do not use your Quadro or telephone to report a gas leak in the vicinity of the leak.
- An electrical outlet should be as close as possible to the unit and easily accessible.

### **Emergency Services**

The Quadro SIP Services are intended to function as a secondary telephone service. These services are made available through the Internet and therefore are dependent upon a constant source of electricity and network availability. In the event of a power outage, the Quadro SIP Service will automatically be disabled. User understands that in the event of a power or network outage, the Quadro SIP Service will not support 911 emergency services and further that such services will only be available via the user's regular telephone line not connected to the Quadro. User further acknowledges that any interruption in the supply or delivery of electricity or network availability is beyond Epygi's control and that Epygi shall have no responsibility for losses arising from such interruption.

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## Manual II: see Administrator's Guide

Describes detailed all the menus available for administrators only

## Manual III: see Moderator's Guide

Describes detailed all the menus available for moderators and further, it includes all the call codes at a glance

## About This Installation Guide

This Installation Guide explains the installation and basic configuration of the QuadroCS Conference Server. It gives step-by-step instructions to connect the device properly to the Internet and to attach a PC for administration and configuration. It also describes the basic configuration of a conference.

[Step 1: Installing the QuadroCS](#) explains connection of cables and devices to the QuadroCS.

[Step 2: Configuring the QuadroCS](#) describes the configuration steps necessary to integrate the QuadroCS into your network environment.

**Please Note:** The QuadroCS configuration described in this Installation Guide explains basic networking configurations. For more complex network environments, please refer to the QuadroCS Administrator's Manual.

[Step 3: Registering on Epygi's Technical Support](#) Before a QuadroCS conference can be registered on the Epygi SIP server, you must be registered with Epygi Technical Support. This section shows you how to gain access to the Epygi Technical Support Center and the Epygi SIP Server. If no SIP registration is needed, skip to Step 5.

[Step 4: Registering a Conference on Epygi's SIP Server](#) explains how to register a SIP conference.

[Step 5: Configuring a Conference on the QuadroCS](#) describes how a conference is set up on the QuadroCS

[Appendix: PC DHCP Settings](#) explains how to configure your PC to access the QuadroCS configuration GUI.

[Appendix: Changing the Administrator's Password](#) explains how to change the default administrator password.

## Requirements

- One 120/240 VAC power outlet in close proximity to the Quadro.
- One RJ-45 Ethernet 10/100 broadband Internet connection.
- One CAT 5 Ethernet cable with an RJ-45 connector to connect to the Quadro LAN port
- One PC with a 10Mbps or a 10/100 Mbit/s Ethernet card or adapter installed.
- TCP/IP network protocol installed on each PC.
- For optimal results, Internet Explorer 5.5 or higher, or Netscape Navigator 4.7 or higher are recommended.

**Please Note:** The QuadroCS is shipped with one straight RJ-45 CAT 5 cable. If the LAN connector of the QuadroCS is to be connected to a hub or switch, a crossover cable may be required.

# Hardware Overview

## QuadroCS Rear Panel



Fig. I-1: QuadroCS Rear Panels

- 1 Power socket. **Use only the power adapter delivered with the QuadroCS.**
- 2 RJ-45 socket to attach the Local Area Network (LAN) via an Ethernet CAT 5 cable. If a PC is connected directly to this socket, a straight cable is used. If an Ethernet hub, router or switch is used, a crossover cable may be required.
- 3 RJ-45 socket to attach the Internet Uplink (WAN) via an Ethernet CAT 5 cable.
- 4 The USB socket enables connectivity of USB flash memory providing additional storage space for recorded conferences. Refer to the Administrator Manual for supported devices.
- 5 The Reset button may be used in two ways: (1) to initiate a normal reset, (2) or a factory reset. A normal reset is executed by pressing the Reset button with a paper clip for an instant.

Pressing the reset button and holding it down for 7 seconds or more will execute a factory reset. This will restore the factory defaults and clear all settings including the IP address and the administration password you entered.

**Please Note:** A Factory Reset forces the default LAN IP address of 172.30.0.1 and default administrator password of 19.

## QuadroCS Front Panel LEDs



Fig. I-2:QuadroCS Front Panel LEDs

1	<b>Busy</b> green Status of CPU	<b>off:</b> No power <b>on or blinking:</b> Normal activity
2	<b>Info</b> yellow System information	<b>on:</b> device is booting <b>off:</b> no information <b>blinking:</b> an event occurred, details specified in the System Event section of the Management interface
3	<b>Fault</b> red System status	<b>on</b> device is booting/ error <b>off:</b> no error <b>blinking:</b> system unusable
4	<b>USB</b> green Status of the USB interface	<b>on:</b> USB memory device installed correctly <b>off:</b> No USB memory device found
5	<b>LAN</b> green Status of the LAN interface	<b>on:</b> link ok <b>off:</b> no link <b>flickering:</b> traffic on the link
6	<b>WAN</b> green Status of the WAN interface	<b>on:</b> link ok <b>off:</b> no link <b>flickering:</b> traffic on the link
7	green	not used
8	green	not used

### LED Indication during a firmware update

A firmware update is indicated by the red (**Fault**) and yellow (**Info**) LED. Both will blink simultaneously for about five minutes while the firmware is updated. The QuadroCS will then re-boot automatically showing the boot LED sequence.

### LED Indication during a boot sequence

A boot sequence is indicated as follows: The red **Fault** LED will glow for a few seconds, then the yellow **Info** LED will glow for another four or five minutes while the green **Busy** LED is blinking. Once the **Info** LED is off, the boot sequence has been completed successfully.

# Step 1: Installing the QuadroCS

## Networking Overview

To establish a connection between the Internet and your local area network (LAN), a separate access router is needed. The Quadro products are an excellent choice for this function. The QuadroCS can serve as an access router for a single PC used during configuration, but it is not recommended to be used as the primary Internet access router for your company's LAN. The QuadroCS has one LAN port that can be connected to Ethernet hubs and switches on the LAN allowing more devices to reach the QuadroCS for configuration.

Every device within an IP network requires a unique IP address to identify itself. Since the QuadroCS connects to both the LAN and the WAN, it has to be part of both networks, and must have two IP addresses: one for the WAN side and one for the LAN side. The QuadroCS's integrated firewall/NAT functionality will hide the LAN IP address from the WAN (Internet) side.

There are two ways of assigning an IP address: statically or dynamically. The Quadro CS can be configured with a static IP address on the WAN interface. You also can use a DHCP server-assigned IP address on the WAN side.

**Please Note:** A DHCP client is a piece of software that requests an IP address from a DHCP server. A DHCP server assigns on request a unique IP address to a device. The Quadro, like many routers, acts as a DHCP client on its WAN interface and as a DHCP server on its LAN interface.

The QuadroCS must be visible to the Internet to receive and send VoIP calls. When the QuadroCS is placed in a private network, typically behind existing routers, it will by default attempt to pass through the NAT of this router with its STUN (Simple Traversal of UDP over NAT) feature. STUN will work without user configuration with the majority of the basic routers. In some scenarios, port forwarding on the router is required to make the QuadroCS accessible to other Quadro devices and the Epygi SIP Server on the Internet. The recommended configuration option is to connect the QuadroCS directly to the Internet eliminating the need to traverse the local NAT firewall.

## WAN Connection Options

- **QuadroCS behind a router, which is connected to a cable or DSL modem.**

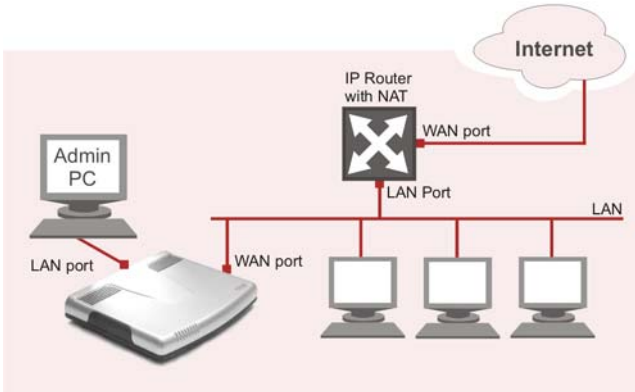


Fig. I-3: Configuration: QuadroCS behind a router

In this configuration, the IP router typically acts as a DHCP server for the LAN and assigns the IP addresses to the PCs and other devices. The Quadro can be connected through its WAN port directly to one of the router's LAN ports and will get an IP address from the router. By default, the Quadro acts as a DHCP client on the WAN port.

**Please Note:** Since Quadro uses STUN by default, it will work with most basic routers without any further configuration.

**Please Note:** Initially, the Admin PC must be connected to the QuadroCS's LAN port to access Web Management of the QuadroCS. Later, this PC can be moved to the router's LAN. The QuadroCS Web Management can be accessed from any PC in the router LAN after the Quadro firewall is disabled.

- **QuadroCS connected directly to the Internet**

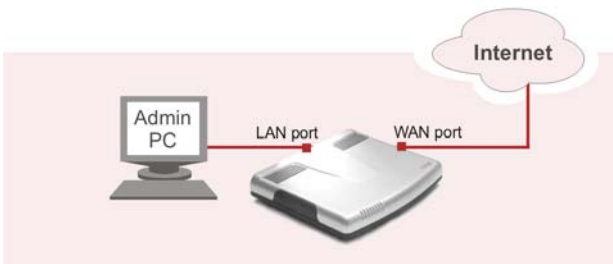


Fig. I-4: Configuration: QuadroCS connected directly to the Internet

## Connecting the Hardware

- **QuadroCS behind a router**



Fig. I-5: Installation: QuadroCS behind a router

- **QuadroCS directly connected to the Internet**

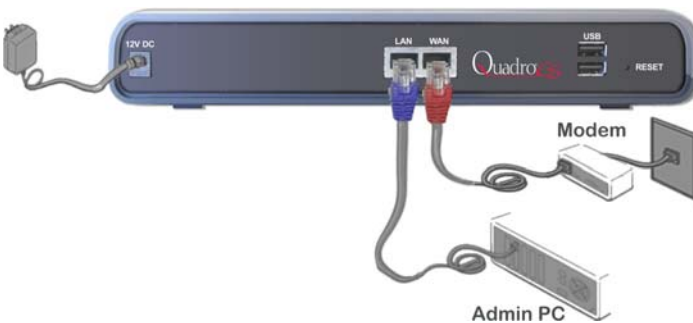


Fig. I-6: Installation: QuadroCS directly connected to the Internet

- Verify the product package contents are complete. Refer to the contents sheet included in the packaging to determine if all the items were shipped in the box.
- Before you connect the hardware, make sure that all devices are powered off.
- Connect the Ethernet port on your PC via a straight CAT 5 cable with an RJ-45 connector to the LAN socket of the Quadro. If a hub or switch is connected between the QuadroCS and your PC, use a crossover cable from the LAN interface of the QuadroCS to the hub/switch.
- Connect the WAN port of the QuadroCS to the Internet service.
- Connect the power adapter to the POWER port on the QuadroCS's rear panel and plug the power adapter into a power outlet. Only use the original power adapter and plug it into a power strip with surge protection or to a UPS if available.

The red LED (Fault) will glow for several seconds followed by the yellow LED (Info), which will glow for several minutes. As soon as Info is off, the QuadroCS is operational. Power up any PC on the LAN side.

**Please Note:** The PC must be configured for DHCP to receive an IP address directly from the QuadroCS. Refer to the first Appendix for instructions on how to set up a PC for DHCP operation.

- Check the LEDs: The green Busy LED must glow continuously. The green LAN and WAN LEDs will blink when cables are connected to these ports and all devices are powered up. If the green LAN and WAN LEDs do not blink, verify cabling and ensure that all devices are powered up.

**Please Note:** CAT 5 cables can be faulty without visual indication. The LAN and WAN LEDs verify that the Ethernet connection is established between the end points. If these LEDs are not illuminated, there is a connection problem between the QuadroCS and the other device. Some hubs, switches and routers will require the use of crossover cables.

## Step 2: Configuring the QuadroCS

**The QuadroCS does not require further network configuration in two cases:**

- **The QuadroCS is connected behind a basic router that is compatible with the QuadroCS's implementation of STUN**
- **The QuadroCS is connected directly to the Internet and your ISP supports DHCP.** There are no other router devices between the QuadroCS and the DSL or cable modem and you get the IP address assigned automatically by the ISP.

Your QuadroCS is now connected properly to the Internet. You may customize the following settings

- **LAN Settings** - if you want to enter a unique name for the QuadroCS
- **Regional Settings** it is important that you properly configure your country and time zone settings.
- **WAN IP Settings**  
If your WAN uplink is static IP or DHCP you will need to know whether DHCP is supported or not.  
If DHCP is not supported, you need to know the WAN IP address, the subnet mask, the IP address of the default gateway and the IP address of the Domain Name Server (DNS).  
Your ISP should have provided you with this information when you installed your Internet access. Otherwise, you will need to contact your ISP to request it.
- **Firewall** - if your QuadroCS is connected behind a router, disable the QuadroCS's firewall to make it easily accessible for management.

To customize the settings, connect a PC to the QuadroCS's LAN port, log in and complete the Basic Configuration as described in step 2.1 and 2.2.

## Step 2.1: Logging in to QuadroCS

- Start a browser (MS Internet Explorer, Netscape, Opera) on a PC connected to the LAN port.
- Enter **http://172.30.0.1** (QuadroCS's default LAN IP address) into the address field.
- The **Login** page of the QuadroCS will be displayed (see picture below).

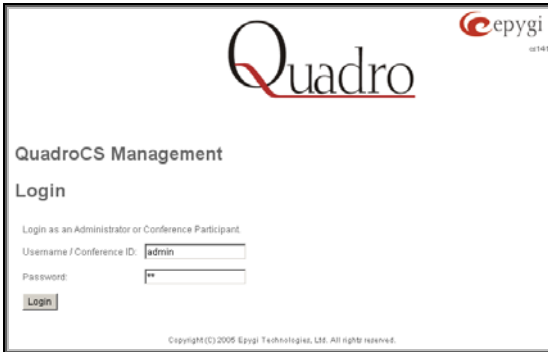


Fig. I-7: Login page

Enter **admin** as the Username and **19** as the Password to log in as the administrator. Once you log in, you will enter into the QuadroCS Conference Server Menu.

**Please Note:** If you enter a wrong password and/or username five times, the device will be unavailable for login for five minutes.



Fig. I-8:Conference Server Management page

## Step 2.2: Basic Configuration

1. Open the **System Configuration Wizard** under the **System** heading.

The first page shows all items to be configured. Click the **Next** button to start. On the **LAN Settings** page, enter a unique name for the QuadroCS into the **Host Name** field.

**Please Note:** The **Host Name** is very useful when many QuadroCS's are part of a network and one administrator has access to all of them. All pages show this name on the top right corner.

The screenshot shows the 'System Configuration Wizard' interface. At the top, there are navigation tabs: Main, System, Conference Management, Network, and Uplink Settings. The 'System' tab is active. The main content area is titled 'System Configuration' and contains the following fields:

- Host Name:
- LAN IP Configuration:
  - IP Address:
  - Subnet Mask:

At the bottom of the form area, there are four buttons: Previous, Next, Cancel, and Help. Below the form area, there is a link: [Please check your pending events!](#) and a copyright notice: Copyright (C) 2005 Epygi Technologies, Ltd. All rights reserved.

Fig. I-9: System Configuration page

2. Continue navigating through the System Configuration Wizard pages using the **Next** button. On most pages, no changes to the default settings will be required until the **Regional Settings** page is reached.

Select the country where the QuadroCS is located from the drop down list and select the correct **Timezone**.

The screenshot shows the 'System Configuration Wizard' interface, specifically the 'Regional Settings and Preferences' page. At the top, there are navigation tabs: Main, System, Conference Management, Network, and Uplink Settings. The 'System' tab is active. The main content area is titled 'Regional Settings and Preferences' and contains the following fields:

- Your locale (location):
- Timezone:
- Choose GUI theme:
  - Plain
  - Dynamo

At the bottom of the form area, there are four buttons: Previous, Next, Cancel, and Help. Below the form area, there is a link: [Please check your pending events!](#) and a copyright notice: Copyright (C) 2005 Epygi Technologies, Ltd. All rights reserved.

Fig. I-10: Regional Settings page

- Click **Next** to display the **WAN IP Configuration** page:

The screenshot shows the 'System Configuration Wizard' interface. At the top, there are navigation tabs: 'Main', 'System', 'Conference Management', 'Network', and 'Uplink Settings'. The 'Network' tab is active. The main heading is 'System Configuration Wizard'. Below it, the section is titled 'WAN IP Configuration'. The text reads 'IP configuration of the WAN interface'. There are two radio button options: 'Assign automatically via DHCP' (unselected) and 'Assign manually' (selected). To the right of the 'Assign manually' option are three rows of input fields: 'IP Address' with values 10, 20, 101, 141 and an 'IP-Clipboard' button; 'Subnet Mask' with values 255, 255, 255, 0 and an 'IP-Clipboard' button; and 'Default Gateway' with values 10, 20, 101, 1 and an 'IP-Clipboard' button. At the bottom of the form area are four buttons: 'Previous', 'Next', 'Cancel', and 'Help'. Below the form area, there is a small text box that says 'Please check your pending events!' and a copyright notice: 'Copyright (C) 2005 Epygi Technologies, Ltd. All rights reserved.'

Fig. I-11: WAN IP Configuration page

Your Internet Service Provider (ISP) should provide this information.

- **Assign automatically via DHCP** - The parameters are set automatically by the ISP.
  - **Assign Manually** requires the administrator to enter the external **IP Address**, the corresponding **Subnet Mask**, and the IP address of the **Default Gateway**.
- Click **Next** until you reach the last page of the System Configuration Wizard. To complete the basic system configuration and save the settings click the **Finish** button. The **Confirm Settings** page will be displayed. You must click **OK** to confirm the changes.

The screenshot shows the 'Confirm settings' page. At the top left, there is a 'Home' button. The main heading is 'Confirm settings'. Below it, the text reads: 'Please press the 'Ok' button to confirm the settings. If you don't press 'Ok' within 20 minutes after start the system restores the previous configuration'. In the center, there is an 'Ok' button. At the bottom, there is a copyright notice: 'Copyright (C) 2005 Epygi Technologies, Ltd. All rights reserved.'

Fig. I-12: Confirm Settings page

**Please Note:** You have to confirm the settings within 20 minutes. If not, the QuadroCS will **restore the previous configuration and reboot**.

If the administrator mistakenly changes the QuadroCS IP address to an unknown value, the administrator will not be able to access the Web Management.

5. Disabling the firewall is only required to access the QuadroCS's management when the QuadroCS is connected behind a router. To configure the firewall, open **Firewall/Nat Settings** from the **Uplink Settings** menu. Disable the firewall by deselecting the corresponding checkbox.

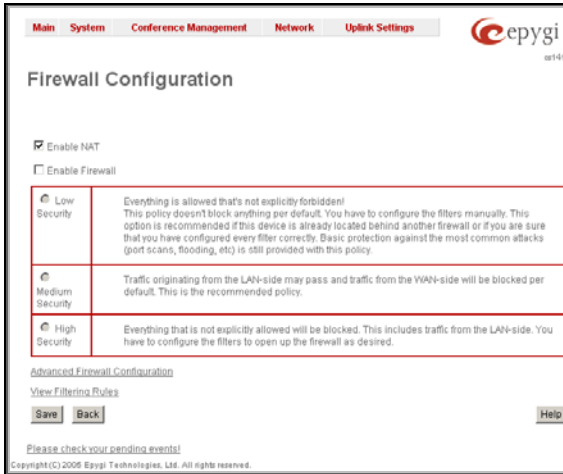


Fig. I-13: Firewall Configuration page

The Internet connection is properly configured now and you can start generating the first conference. If this conference will be registered on a SIP server, you have to do that first, as you will need the SIP Registration information to generate a conference on the QuadroCS.

As a default there is one conference that is pre-configured on the QuadroCS and the Epygi SIP server to register automatically.

If you want to use the Epygi SIP Server to register your conference, you have to register at Epygi Technical Support first (see next step below) to get a login to the Epygi SIP server. Then the conference may be registered (see step 4) and finally can be set up on the QuadroCS (see step 5).

If you do not require registration of your conference, skip to [Step 5: Configuring a Conference on QuadroCS](#).

## Step 3: Registering on Epygi's Technical Support

It is recommended that you register your Quadro on the Epygi Technical Support web page. Registration will give you access to the Technical Support Database. There, you can send requests concerning technical problems as well as refer to the frequently asked questions. In addition, the technical support page allows users to download new firmware, manuals and other information. You can access the support section only if you are registered. Additionally, registration at Epygi's Technical Support web page gives you the username and password to login to the Epygi SIP Server.

To register, you need to know the serial number of your Quadro, which you will find on Quadro's bottom label and its purchase date. Next, open the Epygi home page ([www.epygi.com](http://www.epygi.com)), select **Support** and click on **Registration Form**. The online registration page will appear:

Complete all fields and record the **Login Name** and **Password** in a safe place. You will need it for the SIP server.

**Please Note:** In some cases the QuadroCS units will be shipped pre-configured from the factory with the Support login and password already set-up. In this case, an information sheet is included in the packaged contents indicating the username/password to access Epygi's online Support and the SIP Server.

\* Required Information

---

**Product Information** ?

Serial Number:  \*

Purchase Location:  \*

Purchased From:  \*

Purchase Date:  \* (mm/dd/yyyy)

---

**Login Information** ?

Login Name:  \*

Password:  \*

Confirm Password:  \*

---

**Customer Information** ?

First Name:  \*

Last Name:  \*

Company:  \*

Email:  \*

Street:

City:

Country / State:  \*

Zip / Postal Code:

Phone 1:

Phone 2:

Fax:

---

**Information Requested** ?

New Software Version

New Product

New Security Issue

Maintenance Announcement

Fig. I-14: Online Registration page

## Step 4: Registering a Conference on Epygi's SIP Server

You may login directly to Epygi's SIP Server, if you have already registered your QuadroCS at [Epygi's Technical Support Center](#). If you have not registered with Epygi Technical Support, you will not be able to login to the Epygi SIP Server.

Using the same login name and password you use for Epygi Support, login to the Epygi SIP Server at [www.epygi.com](http://www.epygi.com) under **SIP**, **Login here**.

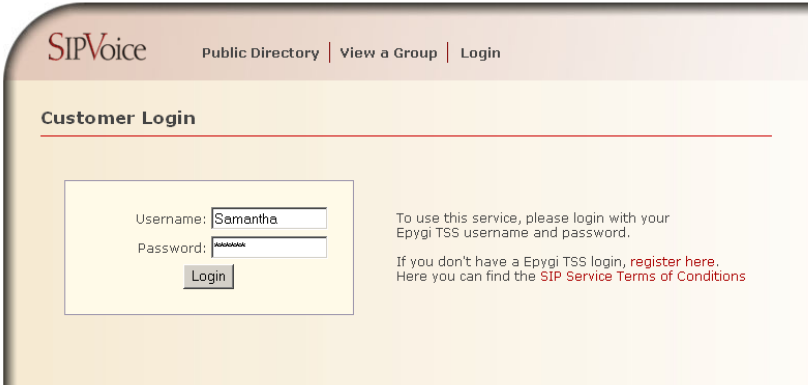


Fig. I-15: SIP Services Login page

Read the **SIP Service Terms and Conditions** then accept them in order to proceed. The displayed page now welcomes you and allows you to **Subscribe a New Extension**.

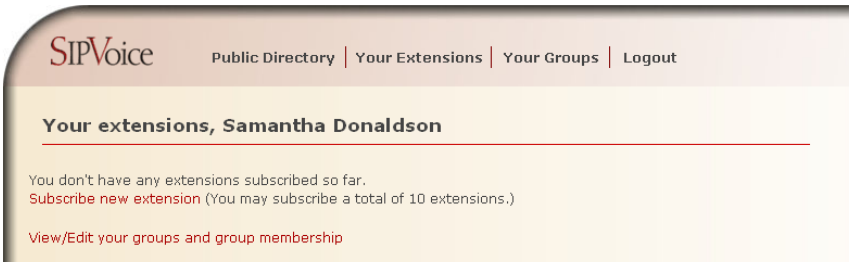


Fig. I-16: SIP Services welcome page

The Epygi SIP Server handles conferences like a special extension. So Selecting **Subscribe a New Extension** leads you to a page where you can enter the conference information as shown below. The **Extension No.** is the eight digit SIP number assigned to your conference. The first five are fixed by the SIP Server and cannot be changed. The last three are user defined. Notice the check box to enable this extension to be shown in the Epygi **Public SIP Directory**.

**Please Note:** If you enable this extension to be shown in the Epygi **Public SIP Directory**, all information related to this extension will be published in the Public SIP Directory, which is accessible, by anyone on the Internet. To maintain privacy, do not check this box.

Fig. I-17: SIP Services Add New Extension page

The **Authentication password** is used to validate the entry and must match the password entered on the Quadro at a later time. Make sure to record the name, Authentication Password and SIP extension number so you can enter them into the Quadro later.

**Save** will store the entered information and conclude the basic SIP registration. The following page will be displayed:

EXT.#	STAT. ?	NAME	LOCATION	COMPANY	DESCRIPTION	EMAIL	PUB	GROUPS ?
<a href="#">edit</a> 30256321	unreg.	Samantha Donaldson	Seattle	OmniTec, Ltd.	Headquarters		yes	- <a href="#">delete</a>

[Subscribe new extension](#) (You may subscribe 9 additional extensions.)

[View/Edit your groups and group membership](#)

Fig. I-18: SIP Services; Your Extension page

This table shows **unreg.** in the **Stat.** column. This entry will change to **reg.** as soon as the needed settings for the conference in the QuadroCS are complete and the conference successfully registers on the SIP Server.

Now that the SIP server knows about the conference, the conference may be set up in the QuadroCS. Once they are entered in the QuadroCS, they will be registered and can then be used.

## Step 5: Configuring a Conference on the QuadroCS

1. Open the **Conferences** page from the **Conference Management** menu

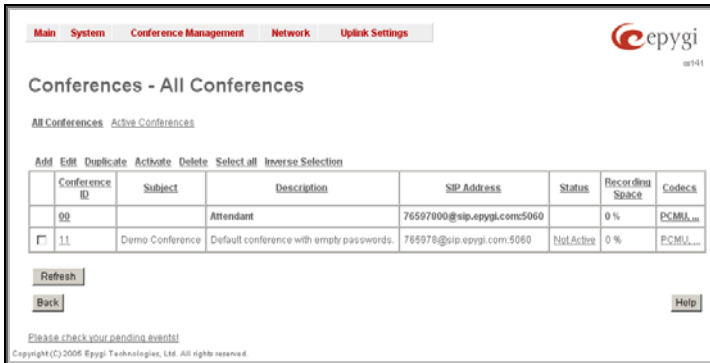


Fig. I-19: Conferences page

2. Click **Add** to open the **Conference Wizard** to guide you through the basic settings needed to generate a new conference. The **Conference Wizard** consists of two pages – one for configuring general **Conference General Settings** and one for **Conference SIP Registration** settings.

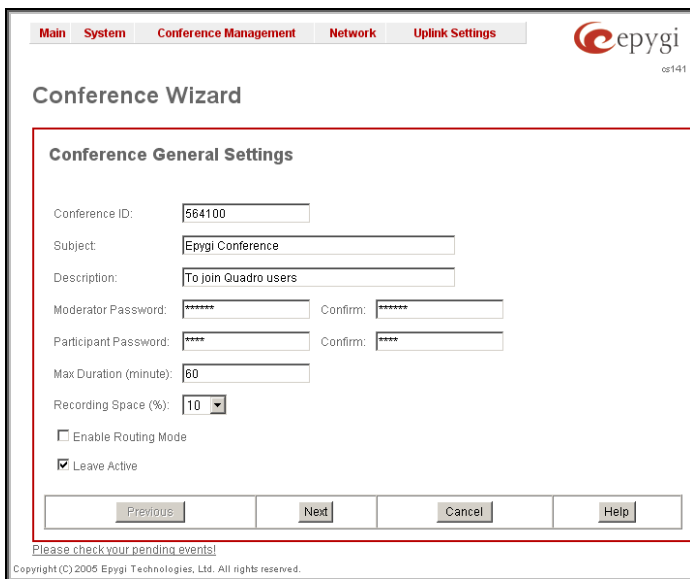


Fig. I-20: Conference General Settings page

3. Enter a unique **Conference ID** for the conference. If the conference is registered at a SIP server, this ID must be the SIP Registration Number.

The **Moderator Password** sets a password for the moderator to access the conference. The moderator is able to use conference codes during the active conference as well as to access conference-specific GUI pages to coordinate the conference.

**Participant Password** sets a password for participants to access the conference. The participant is able to participate in the conference only according to the permissions granted (speaker or listener). The participant also can access a conference specific GUI and to view the conference's properties.

**Enable Routing Mode** enables dialing according to the dial plan configured in the QuadroCS call routing tables when dialing out a participant during a conference. When this checkbox is selected, any dialed number will be parsed through the Call Routing Table (see Manual II: Administrator's Guide). For this conference example, this checkbox remains unchecked

**Leave Active** allows the conference to remain active even if all participants have left.

Next displays the second page of the Conference Wizard, the **Conference SIP Registration Settings** page:

Fig. I-21: Conference SIP Registration Settings page

4. This page only is needed if the conference is registered on a SIP server ([how to register a conference on the Epygi Sip Server](#)).

**Registration Password** indicates the password for the extension registration on a SIP server.

**Registration SIP Server** indicates the host address of the SIP server (either an IP address, (e.g., 192.168.0.26) or a host address, (e.g., sip.epygi.com)).

**Registration SIP Port** indicates the host port number to connect to the SIP server. If the SIP server port is not specified, the QuadroCS will access the SIP server through the default port 5060.

**Registration on SIP Server** enables the conference registration on the SIP server.

**SIP Outbound Proxy Settings** are used to configure the QuadroCS's connection to the SIP server. The SIP Outbound proxy is a SIP server where all the SIP requests and other SIP messages are transferred. Some SIP servers use outbound proxy servers to escape restrictions of NAT. **SIP Outbound Settings** are provided by the SIP server provider and are used by the QuadroCS to reach the selected SIP server. If an Outbound proxy is specified for a conference, all outbound SIP calls from that conference are sent to that outbound proxy.

**SIP Outbound Proxy address** requires the IP address or the host name of the outbound proxy.

**SIP Outbound Proxy Port** requires the port number on which QuadroCS may reach the outbound proxy.

**SIP UserID** text field requires an identification parameter to reach the SIP server. The **UserID** may be requested by some SIP servers. It should be left empty if the SIP server does not require it.

**Duplicate** allows duplicating a conference with the settings of an exiting one: The **Conference Wizard** is opened again, with some basic settings of the selected conference already filled in. Basic settings for the new conference (like password, username, etc.) will be required, in any case.

**Finish** will complete the configuration of the conference and the conference will be displayed in the All Conferences table:

Conference ID	Subject	Description	SIP Address	Status	Recording Status	Codecs
00		Attendant	76597000@sip.epygi.com:5060		0 %	PCMU...
<input checked="" type="checkbox"/> 11	Demo Conference	Default conference with empty passwords.	765970@sip.epygi.com:5060	Not Active	0 %	PCMU...
<input type="checkbox"/> 204100	Epygi Conference	To join Quadro users	27489532@sip.epygi.com:5060	Not Active	10 %	PCMU...

Fig. I-22: All Conferences table

## Appendix: PC DHCP Settings

The QuadroCS has a DHCP server on its LAN interface that provides DHCP IP addresses to devices connected to the LAN. This appendix describes how to configure Windows PCs for DHCP. The PC used to access the Quadro must meet the following conditions:

- TCP/IP network protocol must be installed.
- DHCP must be activated to request the IP address automatically.

**Please Note:** If your PC is already configured for DHCP, then simply power it on. Verify the LAN LED is lit. If not, check the cable connections.

Follow the instructions below to install TCP/IP and enable DHCP functionality:

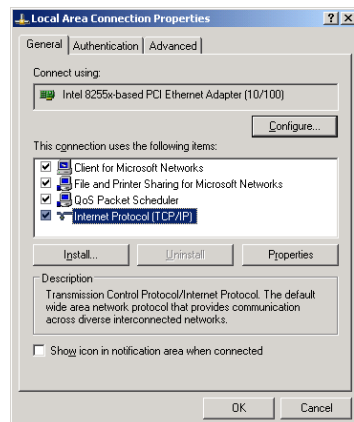
### TCP/IP and DHCP under Windows 2000/Windows XP

Windows 2000 and Windows XP PCs with Ethernet cards or adapters normally are configured with a TCP/IP network connection by default. Nothing additional needs to be installed. To enable the DHCP functionality, you may have to modify the properties of TCP/IP:

1. Click the **Start** button. Choose **Settings**, then **Control Panel**.
2. Double-click on the **Network Connection** icon to open the corresponding window. Select **Local Area Connection** with the right mouse button and select **Properties**.



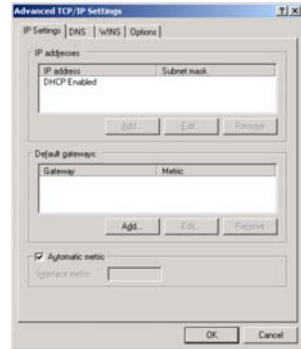
3. Highlight **Internet Protocol (TCP/IP)** and click **Properties**. The corresponding window will be displayed.



4. Select **Obtain an IP address automatically**, then click on **Advanced**.



5. You will see the entry **DHCP Enabled**.
6. Click **OK** three times to close all windows.



## TCP/IP and DHCP under Windows 95/98/ME

1. Click the **Start** button. Choose **Settings**, then **Control Panel**.
2. Double-click on the **Network** icon to open your Network window. Select the **Configuration** tab.
3. Click **Add**.
4. Double-click on **Protocol**.
5. Highlight "Microsoft" under the list of manufacturers.
6. Find and double-click on **TCP/IP** in the list to the right.
7. The Network window will appear with the TCP/IP protocol now listed.
8. Highlight "TCP/IP" and click on **Properties**.
9. Select **Getting IP address automatically** to enable the DHCP functionality.
10. Click **OK**.
11. Windows will ask you to restart the PC. Click **Yes**.

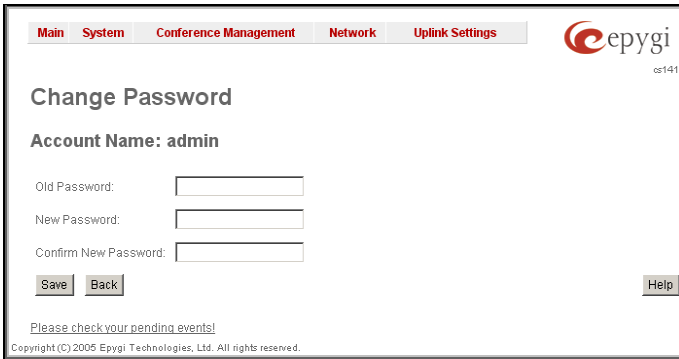
The TCP/IP installation is now complete and the DHCP functionality is enabled.

## Appendix: Changing the Administrator's Password

For security reasons, it is recommended that you change the default administrator's password. The username of the administrator, **admin** cannot be changed.

Under the **System** menu, select **Change Password**.

The **Change Password** page will be displayed.

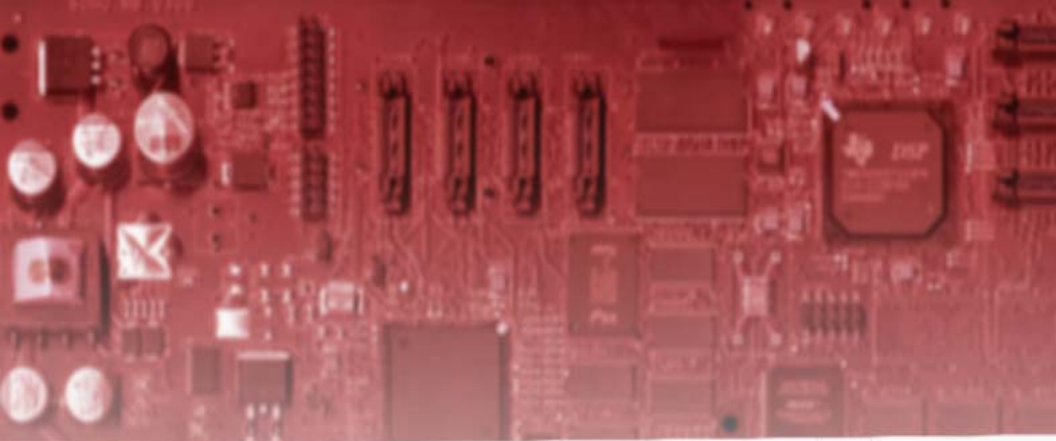


The screenshot shows the 'Change Password' page in the Epygi web interface. At the top, there is a navigation menu with 'Main', 'System', 'Conference Management', 'Network', and 'Uplink Settings'. The 'System' menu is highlighted. The Epygi logo and 'os141' are in the top right corner. The main heading is 'Change Password'. Below it, the 'Account Name' is listed as 'admin'. There are three input fields: 'Old Password:', 'New Password:', and 'Confirm New Password:'. At the bottom left, there are 'Save' and 'Back' buttons. At the bottom right, there is a 'Help' button. A link for 'Please check your pending events!' is located below the input fields. At the very bottom, there is a copyright notice: 'Copyright (C) 2005 Epygi Technologies, Ltd. All rights reserved.'

Fig. I-23: Change Password page

Enter the **Old Password** (19) followed by the **New Password** and **Confirm New Password**. Please note that only alphanumeric characters may be entered here.

Save the password in a secure place. If the password is lost, a factory reset will need to be carried out on the unit (see Administrator's Manual, Hardware Overview). All settings are lost after a factory reset. After a factory reset the default password (19) will be restored.



  
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