

## CESC quick guide for telepresence

Due to incapability with the different organizations in CESC and due to the many problems with skype. We are now switching to a new platform for telepresence at meetings.

With this new system (PEXIP from TeliaSonera) we can provide the opportunity for you to connect your preferred way. You can join a meeting the following ways:

1. Modern video conference systems for example Cisco Tandberg, Polycom, etc.)
2. Cisco Jabber client (needs Jabber account)
3. Lync
4. Older video conference systems
5. Your browser (Chrome, Firefox, safari)
6. Telephone
7. Skype (we hope to be able to provide a skype connection soon but are awaiting clearance from Microsoft)

See the guides below for more detailed information how to connect.

For all connections we recommend that you use network cables to connect to internet and try to avoid Wi-Fi. For video and screen sharing you need a minimum of 8/2 Mbit for seems less experience.

**Meeting hosts uses pin: 1901 other participants use pin: 9901 when applicable**

**Make sure to book the virtual meeting room using the google calendar**

<https://www.cesc.kth.se/standard-department/cesc-internal-calendar-1.564276>

## Modern video conference systems

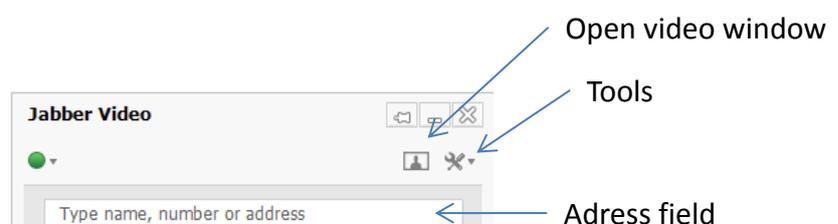
This is the best way to participate in the meetings. To connect with modern video conference systems call the address [cesc@vconf.kth.se](mailto:cesc@vconf.kth.se).

## Cisco Jabber client

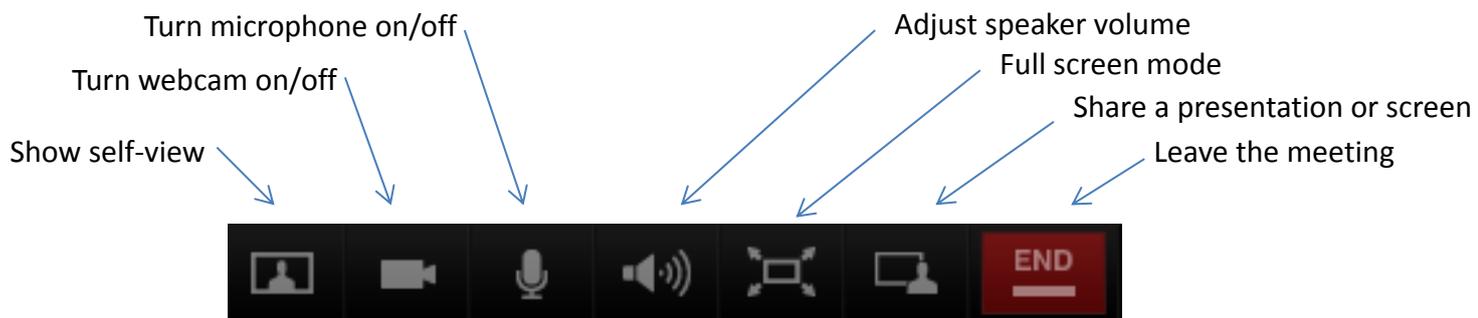
- Start Cisco Jabber Video for TelePresence and log in with your jabber account if you don't have an account you can get it at <https://intra.kth.se/en/it/kth-videoconferencing> or by the QR-links.

Thereafter click on tools (  ) -> settings

- Select audio and test microphone and speakers
- Select Video and choose the webcam you wish to use.
  - Press ok
  - Write [cesc@vconf.kth.se](mailto:cesc@vconf.kth.se) in the address and press start



- Enter pin 9901 as participant or 1901 if you're the host.
- During a call use this following panel to administer the meeting (it is auto-hidden, so move your mouse to find it)



## Lync

Call: [cesc@vconf.kth.se](mailto:cesc@vconf.kth.se)

## Older video conference systems

Call 130.237.210.139 and add 9901# as room number.

## Browser (Chrome, Firefox, safari)

To connect via a web browser visit <http://vconf.kth.se> and add CESC as "Person/confere" to dial and Your name. **Before you press join or enter** click on +Advanced. If you have low bandwidth or bad Wi-Fi reception select "Audio only". Select then the microphone and camera you wish to use. When you're ready, press join followed by pin-number.

## Telephone

If you want to connect to the meeting using a ordinary phone please call 08 -790 6421 and when requested first type in room number 9901# followed by Pin: 1901#.