

HubVC™

USER GUIDE

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What is HubVC?

HubVC is a simple collaboration white board where teams can wirelessly share devices, whiteboard, and video conference - all at the same time. Built for small meeting rooms and huddles spaces, enjoy total interoperability with HubVC, whether participating in-room or joining remotely.

Visit t1v.com/hubvc to learn more.

Touch Gestures

HubVC is developed to accommodate multiple people doing several things at the same time. If you are used to operating a smartphone or tablet, many of HubVC's touch gestures are the same.



Tap

Lightly strike the screen to select content or a link.



Drag

Touch any window on the interactive surface and drag to its desired location. Lift your finger to release the object. This gesture can also be used to pan across the Board in a more controlled manner than using a flick gesture.

Idle State

When HubVC has not been interacted with for a set amount of time, it will display this screen:



1. T1V AirConnect

In the top right corner of the display, you'll see your T1V AirConnect credentials. This allows you to connect and display your device screen to the HubVC Session without having to physically touch the screen.

2. Date / Time

Here you'll see the current date and time. This can be configured by your HubVC administrator (the designated point person within your organization).

3. Calendar

You'll see the meetings scheduled for the room for the day. (This is an optional calendar integration, which your organization may or may not have set up). Your HubVC administrator can dictate how much or how little meeting detail to display (the times, meeting names, meeting descriptions, and meeting hosts are all configurable). You can also scroll up and down to see all meetings scheduled throughout the day.

4. HubVC Shortcuts

The white buttons each represent a different shortcut.

Start Sketch - Tap 'Start Sketch' to launch the HubVC Session and immediately open a large Sketch window. Use this feature to start sketching right away.

Start New Video Conference - Tap 'Start New Video Conference' to launch the HubVC Session and immediately open the video conference panel. Use this feature to start a video conference using one of the supported third party video conference applications.

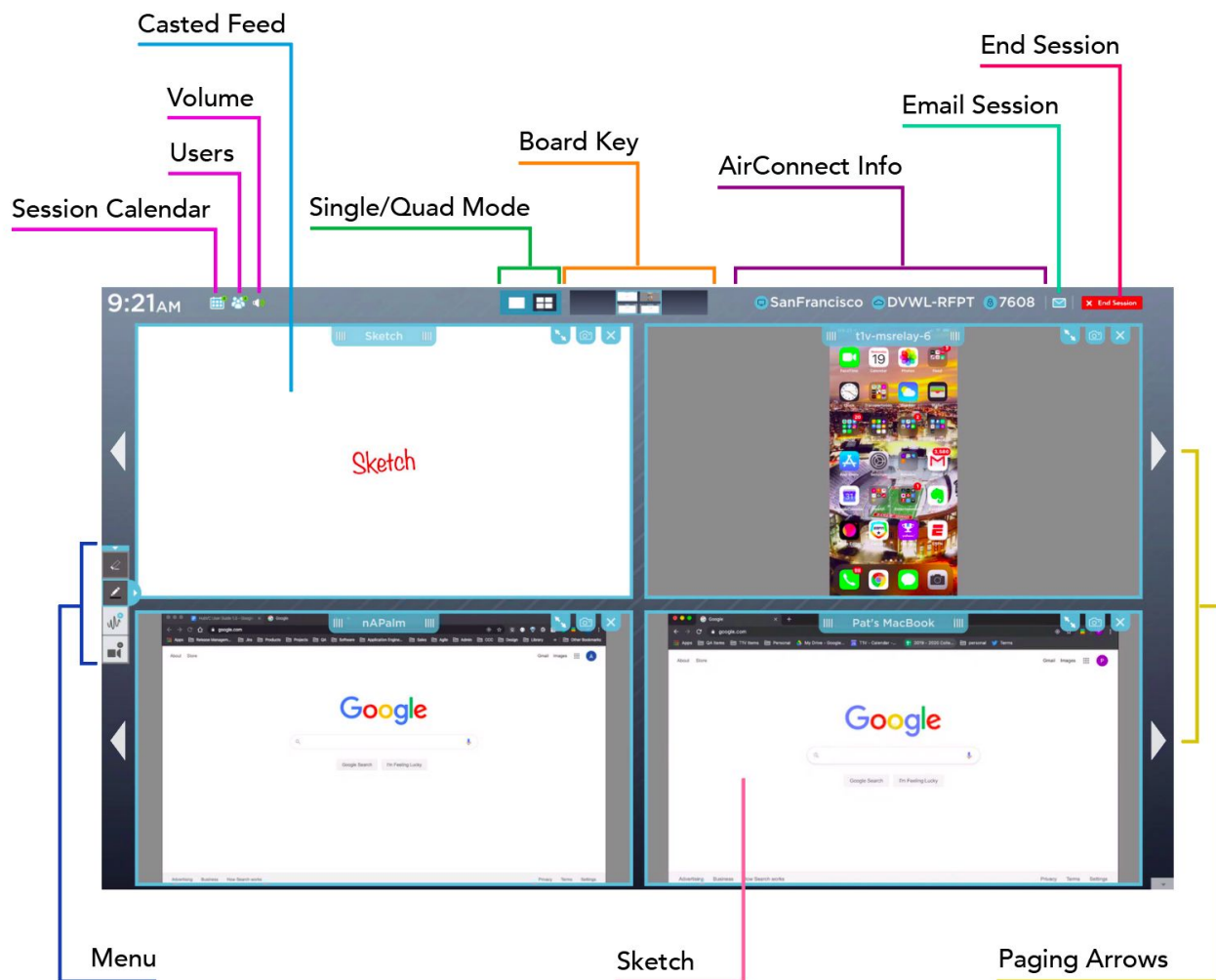
Share Your Screen - Tap 'Share Your Screen' to launch the 'share your screen' instruction page. Use this feature to learn how to connect to the Session using the T1V AirConnect application.

Board and Board Key

The HubVC Board is the digital backdrop for your HubVC experience. Use touch gestures to navigate the Board.

The Board Key is located in the upper middle section of your HubVC Board. The active area of the Board is the visible piece that is displayed on the touchscreen, and is represented by the blue transparent box. This can aid you in finding particular pieces of content, or navigating from one area of the Board to another. In addition to using the Board Key as your visual aid, you can tap directly on the paging arrows to quickly navigate to different pieces of content within the Board.

You can see different content windows represented with different color outlines:



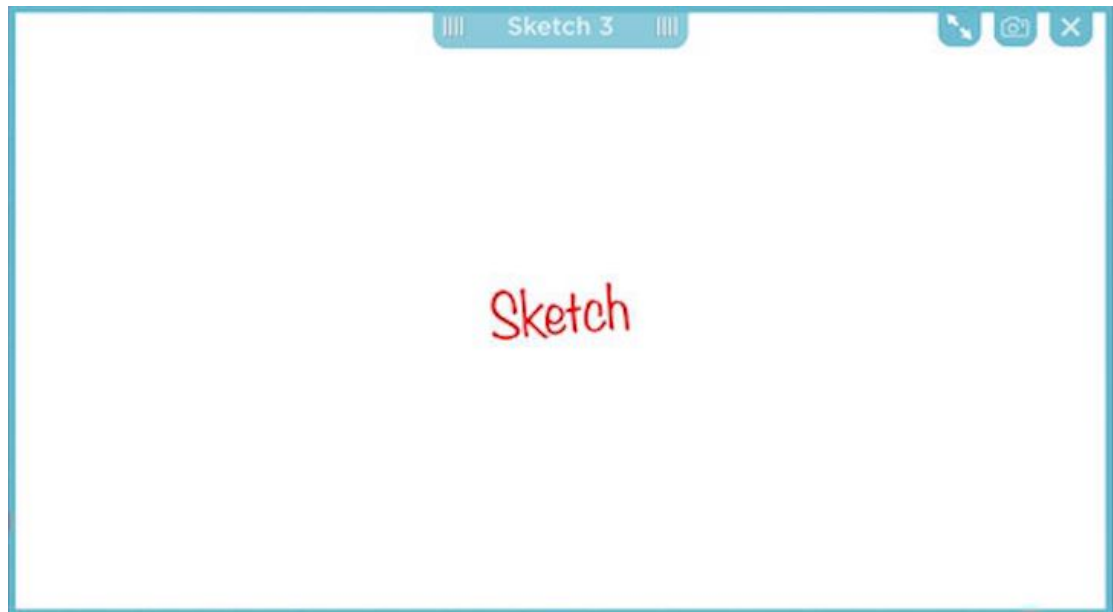
Applications

To help you get ideas and thoughts onto the Board quickly, we've built in two applications: Sketch and third party Video Conferencing. You can access both of these apps from the Board menu.



Sketch

Sketches are designed to draw freehand or with a stylus. Tap anywhere on the Sketch to begin annotating on your content window. To Adjust the color or size of your annotation, tap the Menu to access Drawing Tools. Access the eraser through the same arrows on the Menu and tap the icon to select its use.



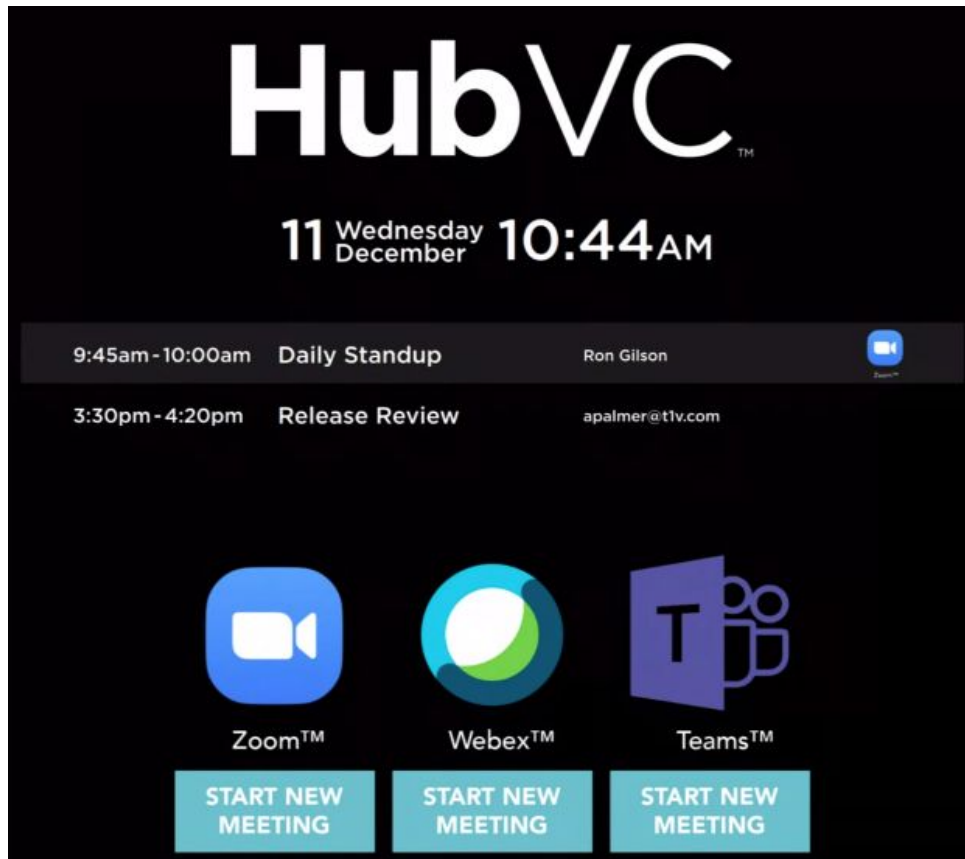
Drawing Tools

From the Drawing Tools submenu, you can select pen weight and color at the same time. You can also select eraser weights if you want to erase specific content. When using Canvas drawing tools, you will only be able to select one pen/eraser/color at a time, however the Drawing Tools menu will remain active until you close it. Multiple people will be able to draw (or erase) at the same time.



Video Conferencing

HubVC's Video Conferencing Add-On is designed to work with the systems you already have in place.



VC Panel

The HubVC VC Panel can be used to maximize your active workspace while running a third party Video Conferencing application. Accessible through the menu, you can toggle this feature on and off. When launching a third party video conference application (Teams, Zoom, and Webex), the application will display in a panel to the left of the viewable Board. You can then full screen or minimize the Video Conferencing panel and the V application window will remain persistent in the VC panel.

Webex

Select this option to join an existing Webex call or create a new one entirely. Remote participants will be able to view the HubVC Board, while you will be able to view remote participants' screen and/or camera feed. When Webex is selected from the VC Panel, the Webex window is displayed within the center of the VC Panel.

Microsoft Teams

Select this option to join an existing Microsoft Teams call or create a new one entirely. Remote participants will be able to view the HubVC Board, while you will be able to view remote participants' screen and/or camera feed. When Teams is selected from the VC Panel, the Teams window is displayed within the center of the VC Panel.

Zoom

Select this option to join an existing Zoom call or create a new one entirely. Remote participants will be able to view the HubVC Board, while you will be able to view remote participants' screen and/or camera feed. When Zoom is selected from the VC Panel, the Zoom window is displayed within the center of the VC Panel.

Board Key

Calendar

You'll see the meetings scheduled for the room for the day. (This is an optional calendar integration, which your organization may or may not have set up). Your HubVC administrator can dictate how much or how little meeting detail to display (meeting times, meeting names, meeting descriptions, and meeting hosts are all configurable). You can also scroll up and down to see all meetings scheduled throughout the day.



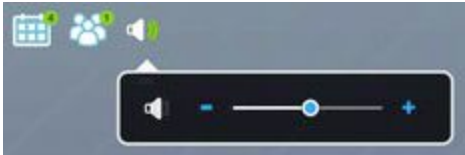
AirConnect Access

You'll see all of the AirConnect users who are currently casting or viewing the board.



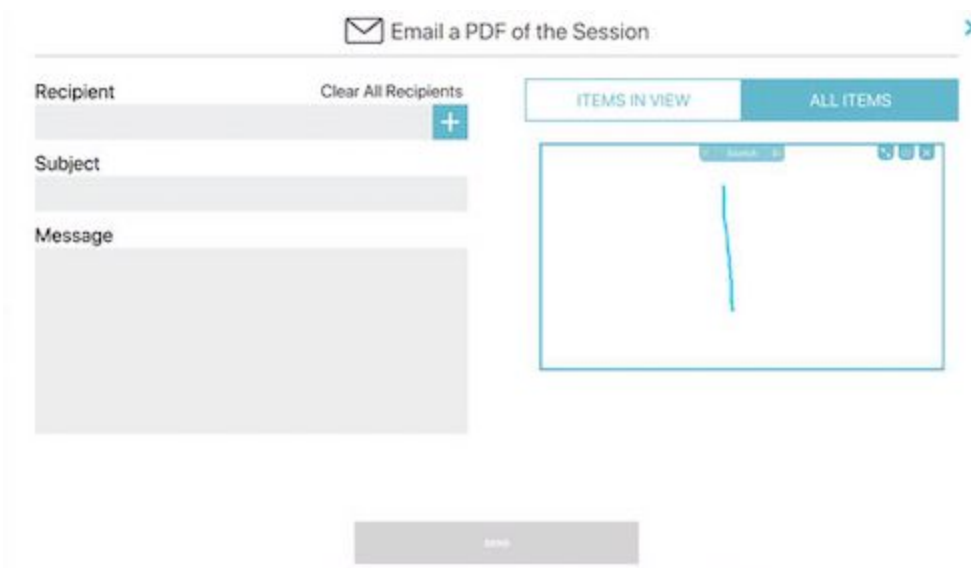
Volume

Select this button to control the volume of video conferencing and content playing on your HubVC Board.



Email

Select this button to email the contents of the HubVC Board. Within the email window, you'll be prompted to enter the email recipient(s), subject, and message. You can also select whether you'd like to email the entire Board or just the visible Board (what's currently in view on the touchscreen display). Tap 'Send' when you have completed all of these fields. The recipients will receive a PDF copy of your HubVC session.

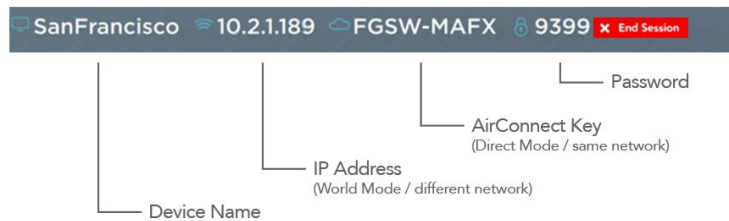
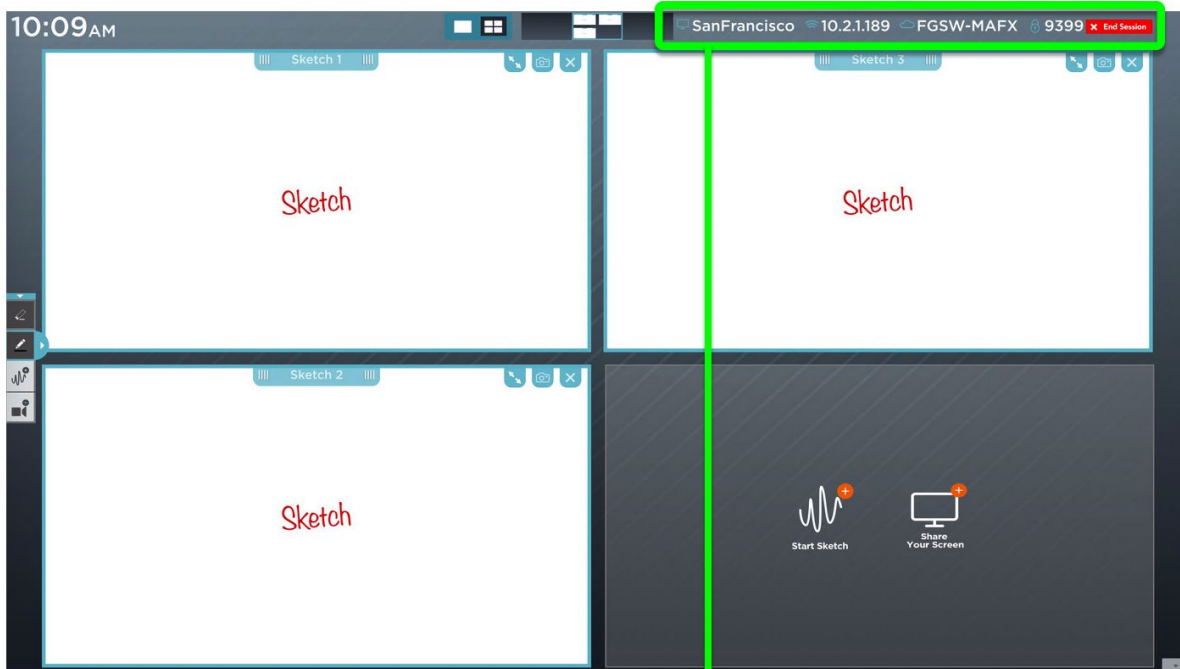


T1V AirConnect App

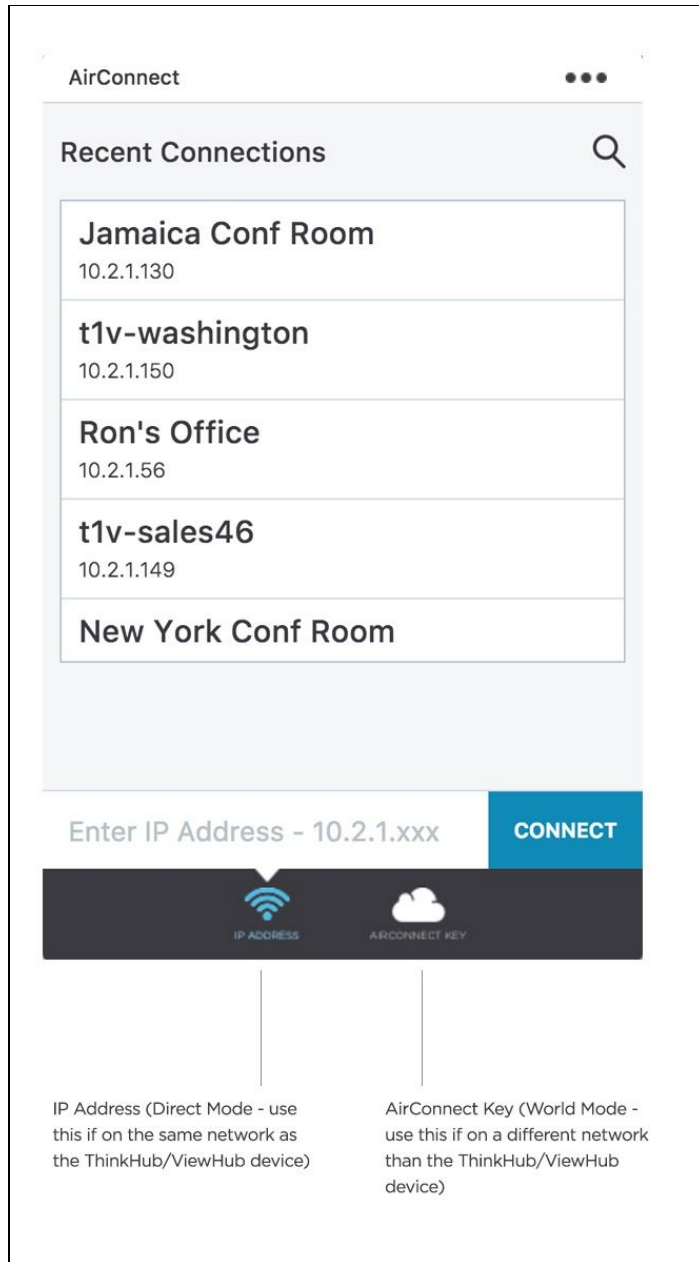
T1V AirConnect enables you to connect any laptop or mobile device wirelessly to the HubVC (touch BYOD Collaboration) display. T1V AirConnect supports macOS, iOS, Linux, Android, and Windows.

To install AirConnect on your device, visit t1v.com/AirConnect.

Connecting your device



Once you have installed AirConnect on your device, you will be prompted for your AirConnect Key or IP Address. You can reference the top right corner of the Idle Screen or Session for this information.



If you are on the same network as the HubVC device (also known as 'Direct Mode'), you will enter the IP Address. If you are on a different network (also known as 'World Mode' - say you are a guest, you are working remotely, or you have guests who you'd like to connect to the HubVC device on your guest network), you will enter the AirConnect Key.

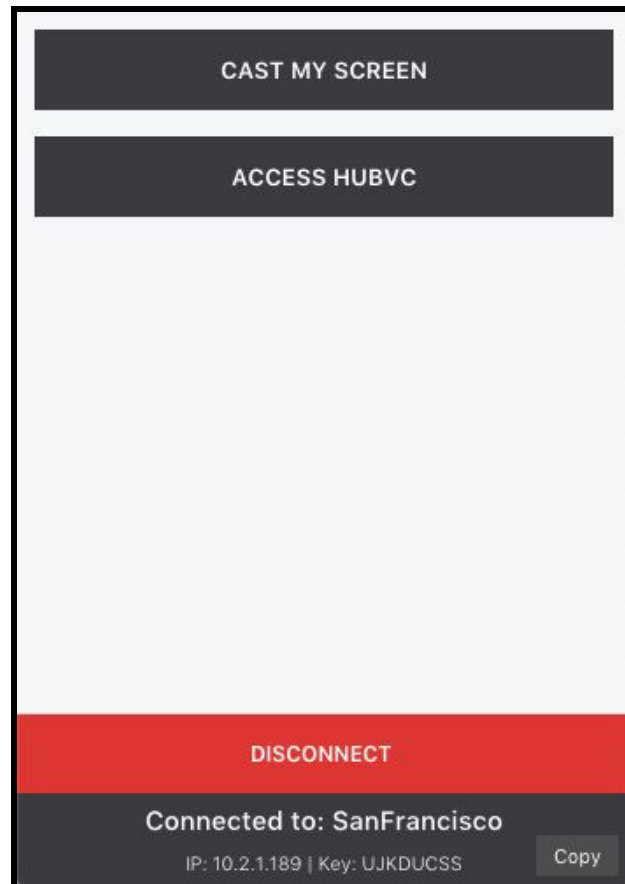
Using AirConnect in World Mode, note that remote users can participate in the HubVC session from anywhere in the world, even on a cellular network.

Once you have connected to a HubVC device, that device will automatically appear in your list of 'Recent Connections' - this allows you to quickly connect to future sessions (note: you must use the IP Address for the HubVC to remember your 'Recent Connections'). If you are in Direct Mode, all that you will need to connect to those devices will be your password. Select the room you wish to connect to, and you'll be prompted for the password to join.

If you are joining via World Mode, you will need to enter the AirConnect Key. You'll then be prompted for the password to join.

As an additional layer of security, the password is located in the upper right corner of the Board, and is required to connect devices to the display via AirConnect. Your administrator can specify a static password, or request the password to reset automatically every 30 minutes. There may be installations where there is no password required.

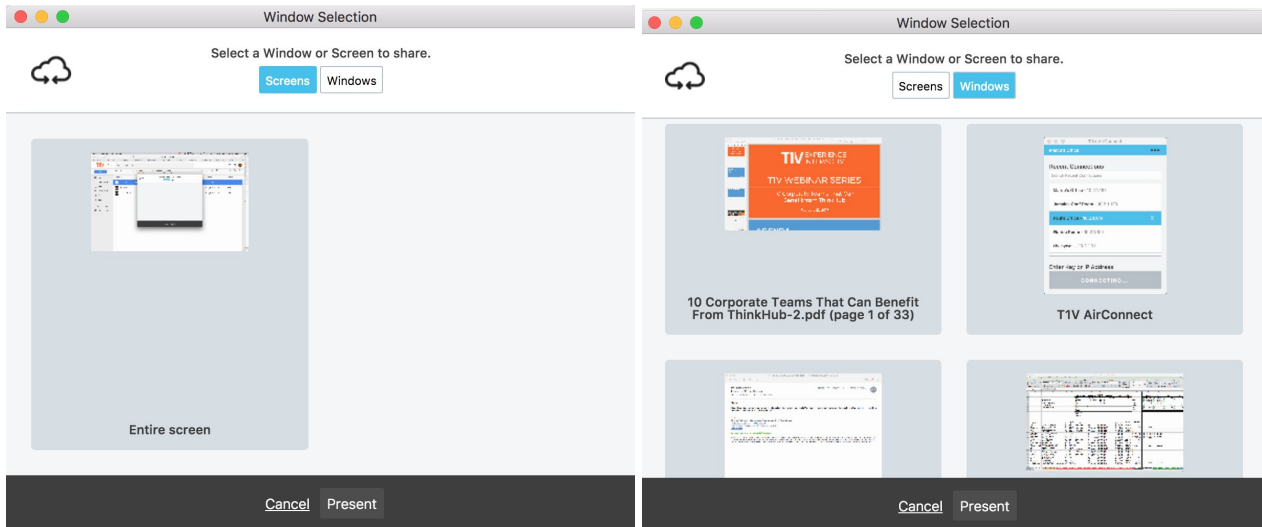
Once connected, you will see the following screen:



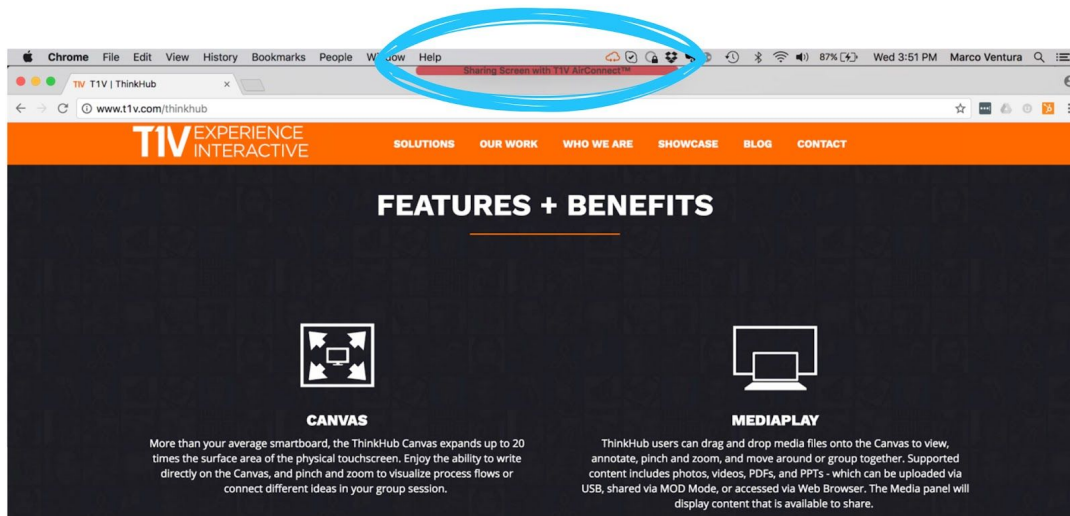
Selecting a Window or Screen

Tap 'Share My Screen' to share your device to the HubVC display. This will take you to screen sharing window where you can select to share a window or your entire device screen.

Share a window or your entire device screen. Tap 'Present' when you have selected what content to share from your device. Tap 'Cancel' if you do not wish to share content from your screen.



After you select 'Present', you will see a red bar at the top of your device screen. This indicates you are successfully broadcasting your device screen to the HubVC Session via AirConnect.



AirConnect Menu for HubVC

1. Stop Casting

Tap this button to stop sharing your screen to the HubVC display.

2. Install Audio Support

Configure your audio to play through the HubVC display (as opposed to playing audio from your individual device). This feature applies to Mac laptops only.

3. Toggle TouchControl™

TouchControl gives you the ability to control your device from the HubVC Session. So if you wish to advance slides during a presentation from the HubVC Board, you can do this using TouchControl with a single tap. You can also make simple edits in programs such as Word, PowerPoint, and more.

Please note: TouchControl is a ThinkHub and HubVC-only feature, and currently runs on Mac and Windows laptops.

NOTE: TouchControl will only work when sharing your entire device screen.

4. ViewHub Display Mode

When multiple devices are connected to ViewHub, select 'Quad' to see up to four devices at once. Select 'Single' to view one screen at a time.

5. Focus My Screen in HubVC

Tap this button to display your device screen front and center on HubVC. This tool comes in handy if the Board has moved to another page, and you quickly want to jump back to your device screen. You can also use this feature to quickly move between different connected devices in the group.

6. Select New Screen or Window to Cast

No need to disconnect - just tap here to switch which content you want to share from your device screen or to view the Board via AirConnect Access.

7. Clear Annotations

Tap this button to clear all annotations that were added to your casted AirConnect screen.

8. Disconnect

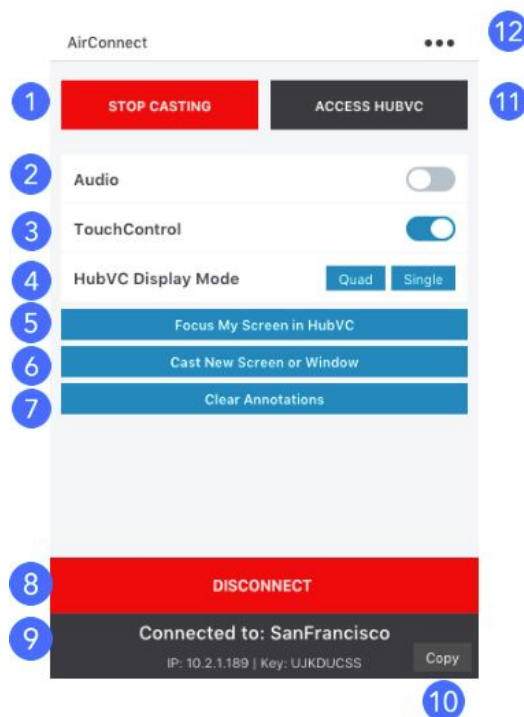
Select this button to end your connection to the HubVC Board.

9. Connected To:

This will display the name of the HubVC device you are connected to, along with with accompanying IP Address and AirConnect Key.

10. Copy

Select this to copy your AirConnect credentials to your clipboard. You can now easily share this information with remote session participants who are not in the HubVC room.



11. AirConnect Access™

Select this for AirConnect Access - the ability to view, point, and control the HubVC Board from your individual device. This feature set is geared toward remote participants.

AirConnect Access Zoom

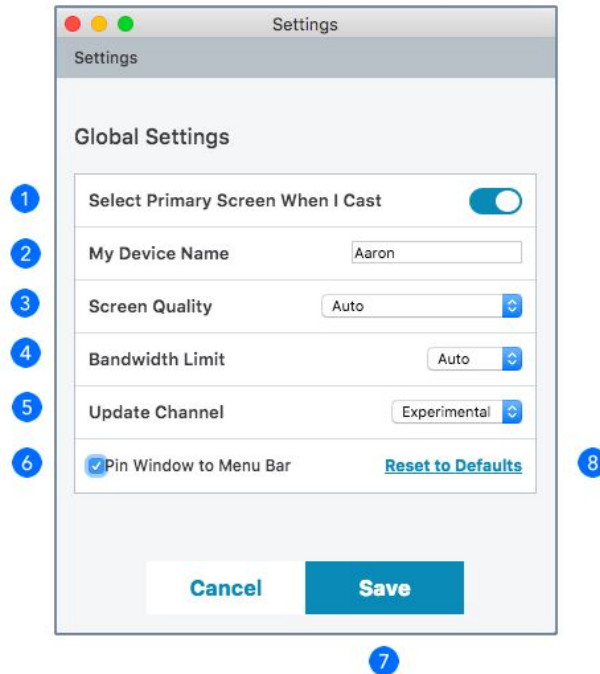
When remotely viewing the HubVC Board with AirConnect Access, you have the ability to pinch/zoom to control your view of the Board. You have the option to use the +/- buttons, sliders, or your own device trackpad or device mouse.

This feature works differently depending on which mode of AirConnect Access you're operating in. When in AirConnect View, this will change the AirConnect Access remote view - the in-room Board will not be affected. When in AirConnect Control, you will be able to physically zoom in on areas of the Board for in-room participants to see.

12. Settings

Tap here for a drop down menu of additional options and settings for AirConnect. (See following section for more detail).

AirConnect settings



1. Select Primary Screen When I Cast

Toggle on/off to automatically share your device screen to HubVC / ViewHub when you connect.

2. My Device Name

This is how your device will appear on the HubVC / ViewHub Session when connected. Enter the name you wish to appear.

3. Screen Quality

Screen quality will automatically default to 'Auto' - this essentially picks the optimal setting for screencasting your content. You can manually select static or video to further optimize the broadcast of your content.

4. Bandwidth Limit

You can adjust the amount of bandwidth being used for streaming

5. Update Channel

Here you can select which version of AirConnect you wish to run. Stable is the publicly released version of AirConnect - all features have been tested and debugged. Experimental is the beta release - meaning you will have access to the very latest features, but these may be in the process of being tested and debugged.

6. Pin Window to Menu Bar

This locks the AirConnect Menu to your top Menu Bar - making it easy to find and access at all times.

7. Save

Once you have updated your settings, tap here to Save. Tap Cancel to ignore any changes you've made.

8. Restore to Defaults

Tap here to undo any changes you've made to your settings and default to T1V's out-of-the-box settings.

Connecting multiple devices

HubVC supports unlimited device sharing. Depending on your version of HubVC, you may only be able to drag/drop a limited number of live device streams to the HubVC Session at a time. Contact your T1V Rep for details.

T1V Support

T1V Support is available for phone and email support 8am – 10pm EST seven days a week (additional support is available after hours, per request). Additionally, T1V Support provides 24/7 remote monitoring of all products, offering a proactive response program should any issues arise.

T1V Support is proud to offer a one-hour call back time. If a request is made outside of regular business hours, you will be contacted by 9am the following day.

All Support requests are handled on a priority basis (emergency vs. nonemergency). An emergency is defined as a problem that immediately affects the operation of the T1V product (i.e., a system crash, or touchscreens are not working). All other requests, such as general questions, should be made during regular business hours.

Please note: T1V Support is available to help with any issues specifically related to T1V products. T1V Support is not intended to be a training session. If additional training is required, please contact your T1V administrator (the designated point person within your organization). T1V Support does not offer support for any third party applications, such as MS Office, Windows, Internet Explorer, Mac OS, and any other programs or operating systems.



Additional HubVC Resources

Website Pages

t1v.com/HubVC

t1v.com/AirConnect

HubVC Demo Videos

Visit t1v.com/HubVC-Videos to view T1V's HubVC Playlist on YouTube

Setup

Visit t1v.com/HubVC-Setup for additional support materials