

USER MANUAL

MODEL:

VIA Site Management User Manual

DRAFT

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Introduction

VIA Site Management Server (VSM) is a software application that allows an administrator to monitor and make changes to all the connected VIA gateways (VIA Campus, VIA Campus Plus, Campus 2, Campus 2 Plus, VIA Connect PRO, VIA Connect Plus, VIA GO and VIA GO2).

The Web-based interface allows the administrator to:

- Add or modify an existing VIA gateway.
- Push various settings like: gateway features, client features, VIA Screen Editor, Calendar and so on to VIA gateways.
- From a central server, when updates are available, update the VIA gateways.
- For all the VIA Gateways attached to the central server, manage the following statuses:
 - Off/On status
 - Configuration, activity status
 - HDD usage
 - FW version status

From the Site Management Server, added gateways can be configured to receive and apply settings.

Purpose

This document clarifies various features associated with the VIA Site Management Server and how can it be used to manage the added gateways.

Intended Audience

This document is for the Kramer's customers, re-sellers and distributors who want to understand how to use the VIA Site Management software. We presume a working knowledge of the VIA Campus (1 and 2), VIA Campus Plus (1 and 2), VIA Connect PRO, VIA Connect Plus and VIA GO (1 and 2) to use this product. In addition, we recommend that a network administrator or someone similar use and configure this product. If you are not a network administrator but have working knowledge of the above-mentioned products, we suggest that you consult with the person who manages the network in your organization before making changes to the network and other settings.

Definitions

Collaboration Gateway/Gateway – The VIA unit in its entirety.

Main Display – Display screen connected to the VIA.

Presentation – When a user's screen is seen on the main display.

Content – Anything that is or can be displayed on a main screen as part of a presentation.

Live Stream – Any video or audio streamed to the VIA unit for display on main screen.

Session – A meeting place where an exchange of ideas is facilitated by a VIA unit.

Moderator – A person who presides and manages the session.

Participant – All attendees of the said session are participants.

PIP (Picture-In-Picture) – A mode where a display from an external HDMI™ input is displayed in an inset window at the same time as one or more participants' screens are displayed on full screen.

VIAADMIN – The admin user; a person who uses the VIA gateway.

TCP/IP Port Requirements



Please make sure that the following ports are configured in your firewall to allow proper communication between your VSM and VIA devices.

IA to VSM	Type	Function
9988	TCP	API Server used by VIA to VSM
5555	TCP	File Server for updating firmware and wallpaper, etc.
5671	TCP	Data Server
80	TCP	Web Server HTTP
443	TCP	Web Server HTTPS
5557	TCP	For Digital Signage Module

VSM to VIA	Type	Function
80	TCP	Web Server HTTP
443	TCP	Web Server HTTPS

Getting Started

Logging into Via Site Management

To log into Via Site Management:

- In a web browser, log in to the VSM Management software by typing the VSM IP address (for example, the address <http://192.168.100.125/>).

The default web page lists all the VIA devices available on your network (once configured):

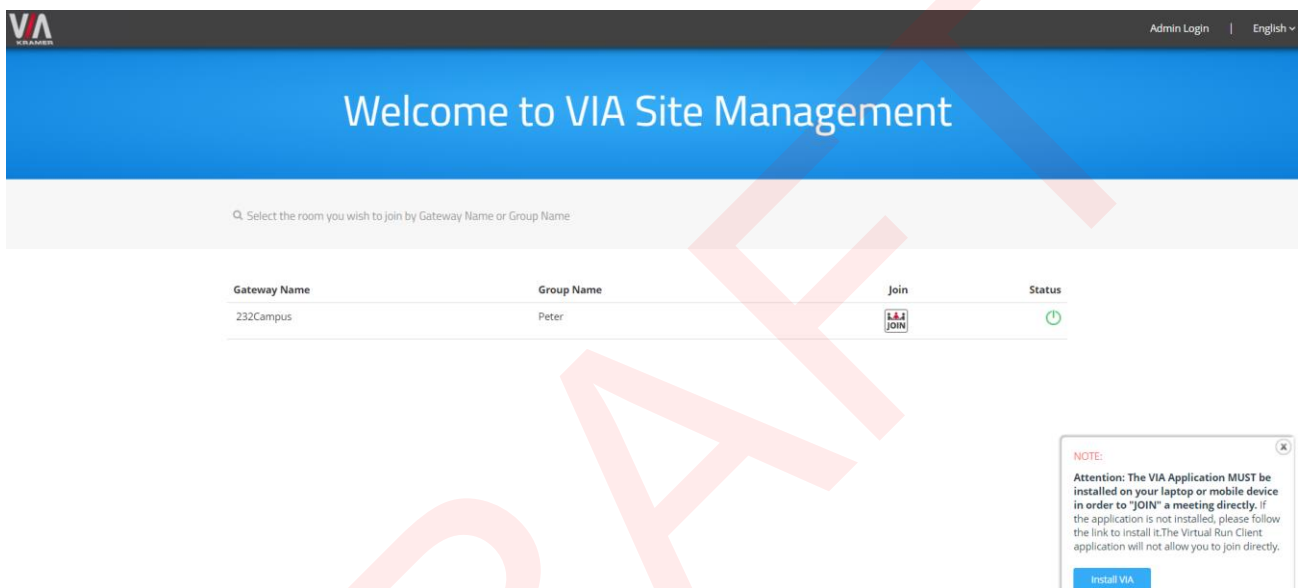


Figure 1: Default Web Example



If you need to change the interface language, click the language drop down (located on the top right side) and select the desired language ([Figure 1](#)).

Accessing the Administration Interface

To access the administration interface:

1. Click **Admin login** ([Figure 1](#)).

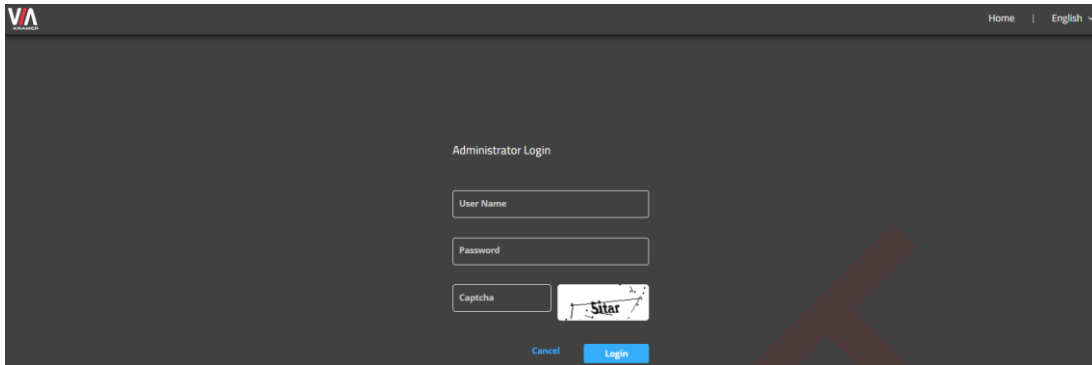


Figure 2: Administration Interface Login

2. Type the administrator's user name and password:
 - Type the administrator username In the User Name field.
 - Type the administrator password in the Password field.
3. Type the Captcha.

Resetting the Password

To reset the password:

1. Click **Forgot Password**.

The below window appears.

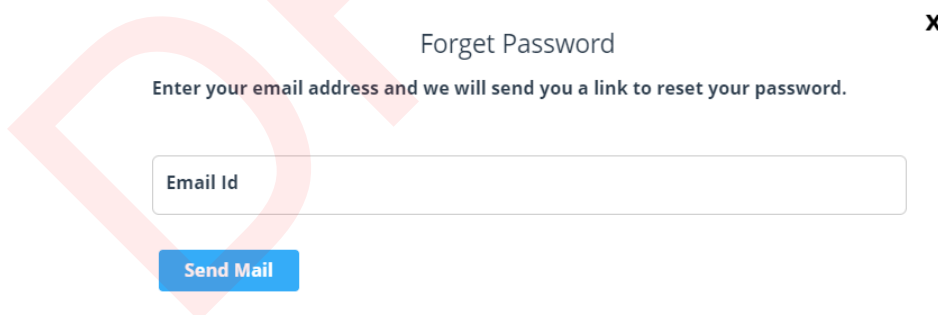


Figure 3: Forget Password dialog

2. Click **Alert Management** -> **SMTP Configuration** and enable SMTP settings.
3. Type an email address In Email Id and click **Send Mail**.

A link is sent to the email address to reset the password.

User Management

User management helps a VIA Web administrator to create, edit and delete additional users to manage the server.

Adding a User

To add a user:

1. Click **User Management** → **User List**.

The User List Management window appears ([Figure 4](#))

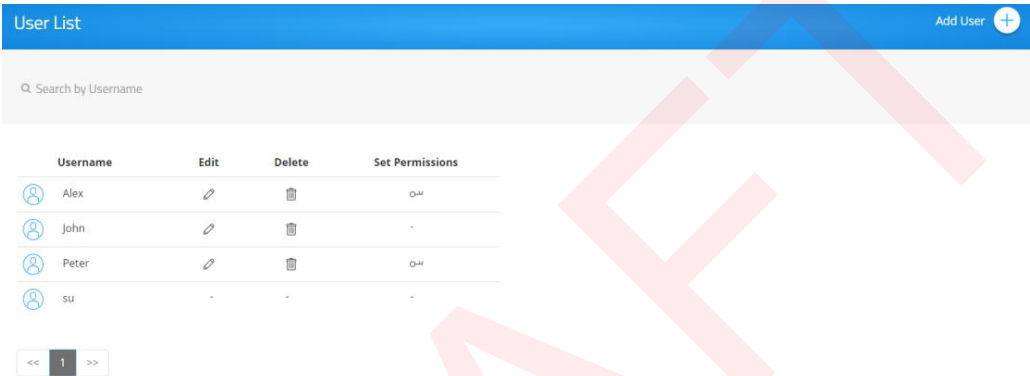


Figure 4: User List Management Window

2. Click **Add User**.

The Add User window appears ([Figure 5](#)).

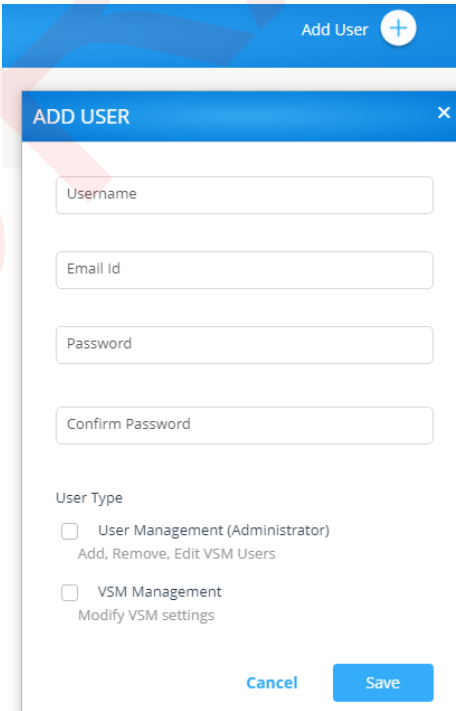


Figure 5: Add User Window

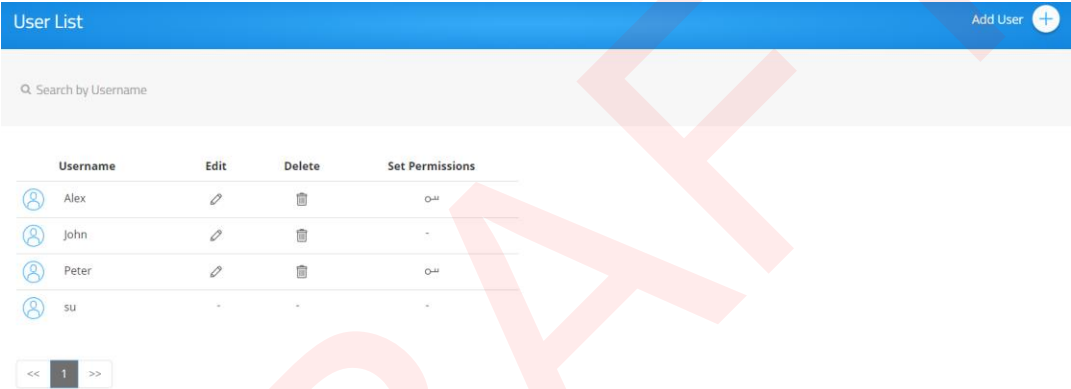
3. Type a user name in the Username field.

Text beside this field informs if the typed user name is available.

- 4. Type an Email Id associated with the new user.
- 5. Type a password in the Password field.
- 6. Type the same password in the Confirm Password field.

Users with unrestricted access like the user 'su' can be created with VSM's user management.

- 7. To create users with unrestricted access:
 - a. Check **User Management (Web Administrator)**.
This gives user unrestricted access to VSM.
 - b. Check the VSM Management box to create users which can access all menu options listed under VSM Management.
- 8. Click **Save**.




Editing a User

To edit a user:

1. Click **User Management** → **User List**.

The User List Management window appears ([Figure 4](#))

2. Click  in the Edit column of the username you want to edit.

The Edit User window appears ([Figure 6](#)).

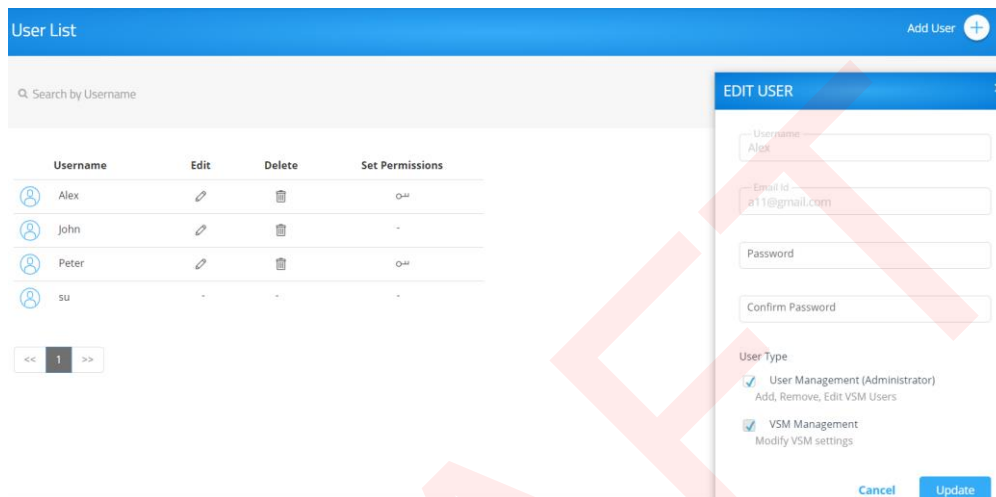


Figure 6: Edit User Window


3. Edit information in required fields. **Username** and **Email id** cannot be edited, remaining all options can be edited.

Deleting a User

To delete a user:

1. Click **User Management** → **User List**.

The User List Management window appears ([Figure 4](#))

2. Click  in the Delete column of the user you want to delete.

A confirmation message to delete the group appears.


3. Click **OK**.

Editing Permissions

To edit user groups and permissions:

1. Click **User Management** → **User List**.

The User List Management window appears ([Figure 4](#))

2. Click  in the Set Permissions column of the user you want to modify permissions.

The Set Permissions window appears ([Figure 7](#)).



To select multiple groups and permissions, under Select Group, select the respective checkbox.

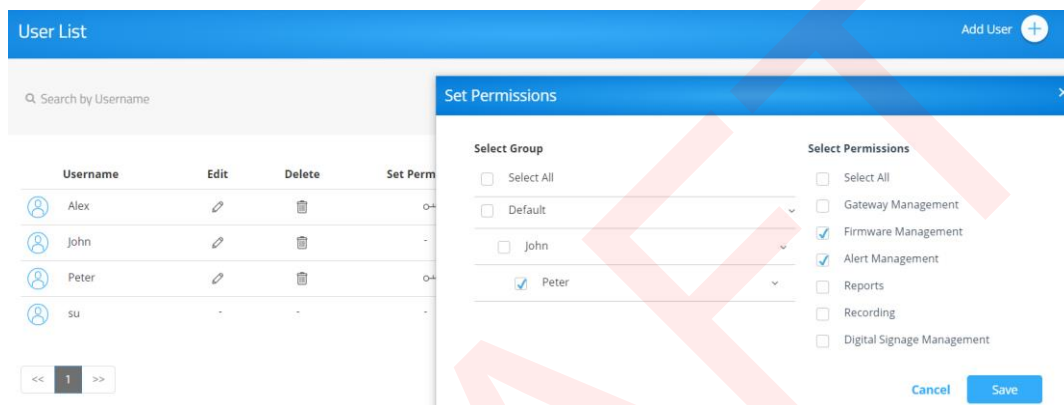


Figure 7: Set Permissions Window

3. Click **Save**.

Changing the Password

To change password:

1. Select Welcome user → Change Password.

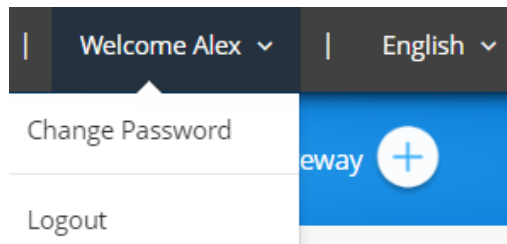


Figure 8: Welcome User Dropdown

The Change Password window appears

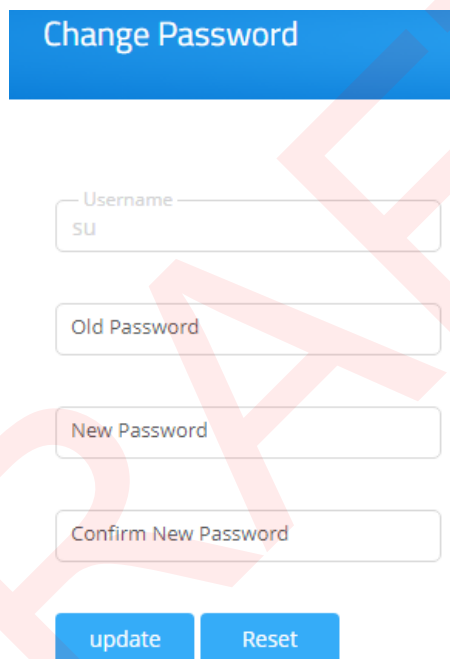
A screenshot of a 'Change Password' window. It has a blue header with the text 'Change Password'. Below the header are four input fields: 'Username' (containing 'SU'), 'Old Password', 'New Password', and 'Confirm New Password'. At the bottom are two blue buttons: 'update' and 'Reset'.

Figure 9: Change Password Window

2. Type the old password in the Old Password field.
3. Type the new password in the New Password field.
4. Retype the new password in the Confirm Password field.
5. Click **Update**.
6. To clear typed values, click **Reset**.

Gateway Management

This feature helps make changes uniform to all gateways. You can create, edit, and delete groups of displays apart from adding gateways to the selected groups.

Adding a Group

Here you can create groups. Gateways can then be added to these groups, making gateway management easier. In addition, user can directly push configuration changes to the VIA units.

To add a group:

1. Click **Gateway Management** → **Groups**.

The Groups window appears ([Figure 10](#)).

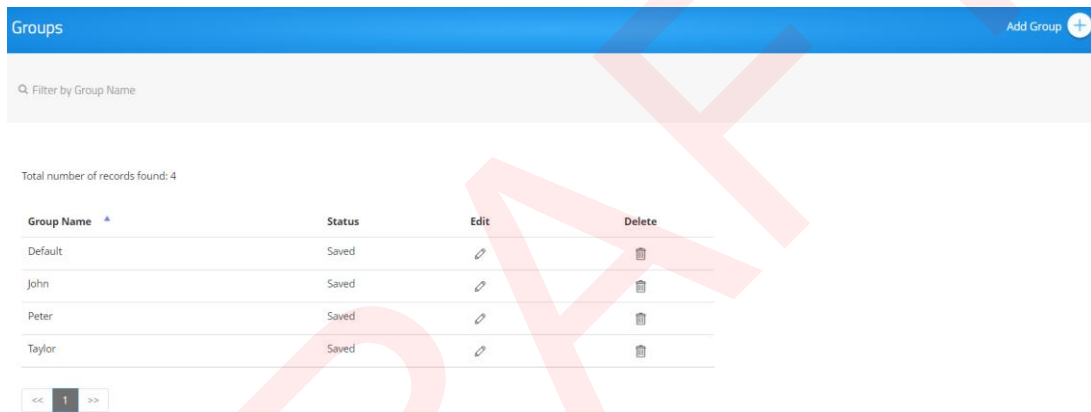


Figure 10: Groups Window

2. Click **Add Group**.

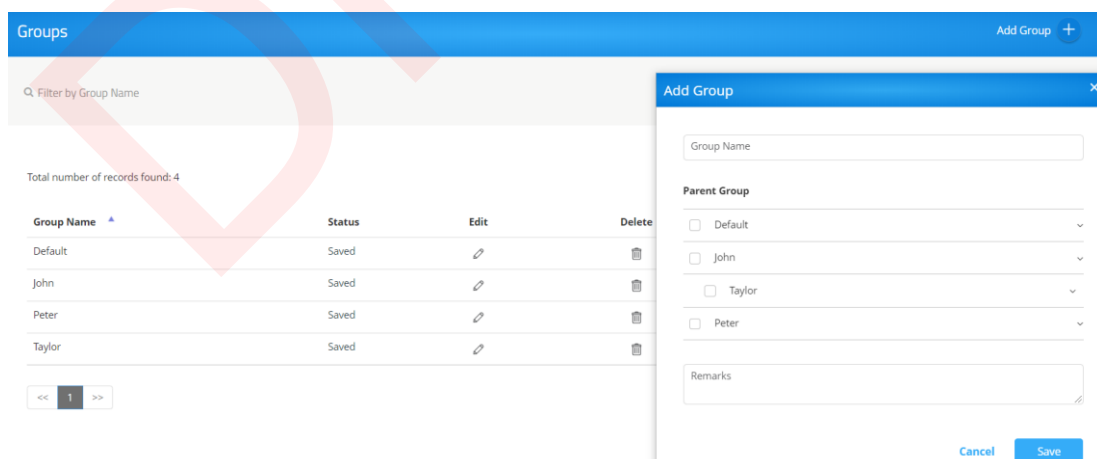


Figure 11: Add Group Window

3. Type a Group Name.
4. Select a Parent Group.



You can create parent child group of up to five levels.

Example: To create a child group, in Group Name, type a child group name and under Parent Group, select the parent group you want the child to be part of.

5. Enter remarks showing details of the group added.
6. Click **Save**.
7. The groups is added.


Editing a Group

Changes to an existing group can be made through this option.

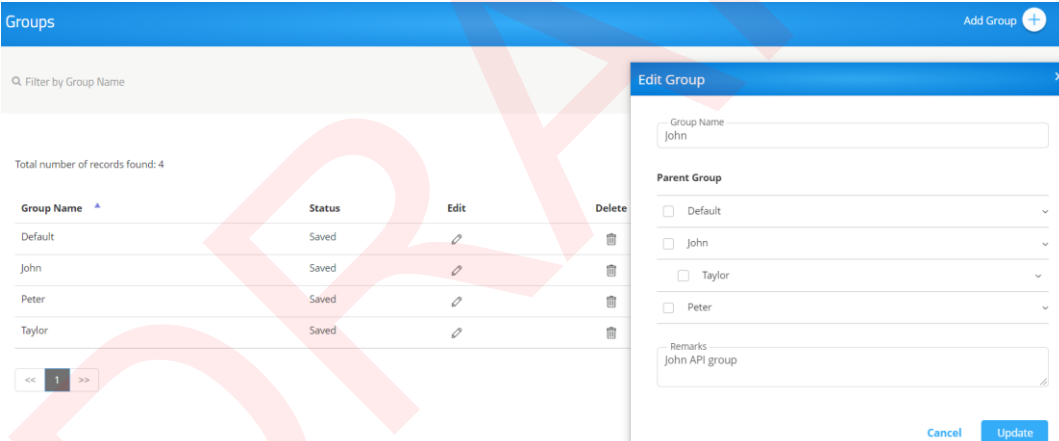
To edit a group:

1. Click Gateway Management → Groups.

The Groups window appears ([Figure 10](#)).

2. Click  in the Edit column of the group you want to edit.

The Edit Group window appears ([Figure 12](#)).



Group Name	Status	Edit	Delete
Default	Saved		
John	Saved		
Peter	Saved		
Taylor	Saved		

Edit Group [X]

Group Name:

Parent Group: Default John Taylor Peter

Remarks:


Figure 12: Edit Group Window

3. Edit the information in required fields and click **Update**.

The group is updated

Deleting a Group

To delete a group:

1. Click **Gateway Management** → **Groups**.
The Groups window appears ([Figure 10](#)).
2. Click  in the Delete column of the group you want to delete.
A confirmation message to delete the group appears.
3. Click **OK**.
The group is deleted.

Gateway Management

Adding Gateway Push Updates

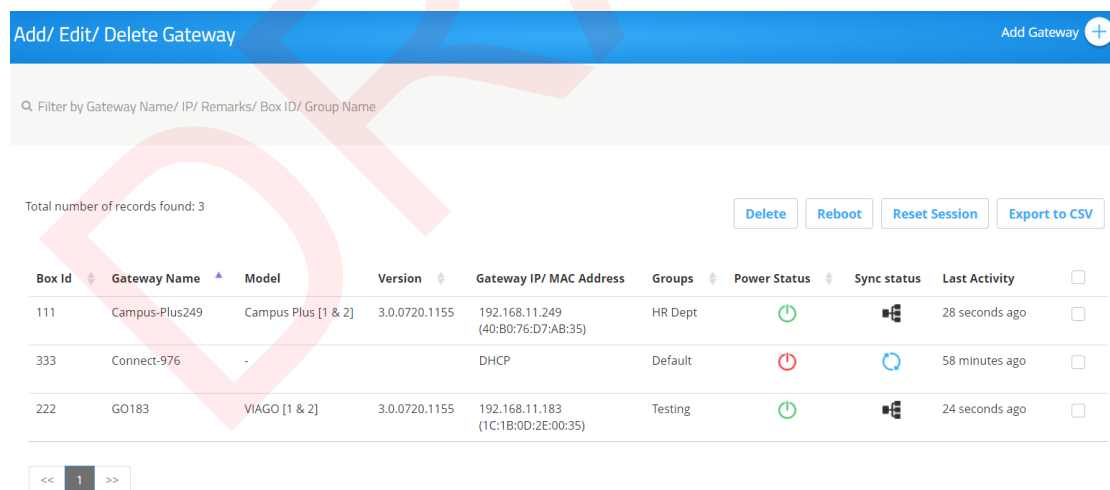
This feature allows you to add gateways to previously created groups.



Ensure that the Site Management Server and the gateways are on the same network before performing the steps below.

To add gateway push updates:

1. Click **Gateway Management** → **Add/ Edit/ Delete Gateway**.
The Add/ Edit/ Delete Gateway window appears ([Figure 13](#)).









Box Id	Gateway Name	Model	Version	Gateway IP/ MAC Address	Groups	Power Status	Sync status	Last Activity	
111	Campus-Plus249	Campus Plus [1 & 2]	3.0.0720.1155	192.168.11.249 (40:B0:76:D7:AB:35)	HR Dept			28 seconds ago	<input type="checkbox"/>
333	Connect-976	-		DHCP	Default			58 minutes ago	<input type="checkbox"/>
222	GO183	VIAGO [1 & 2]	3.0.0720.1155	192.168.11.183 (1C:1B:0D:2E:00:35)	Testing			24 seconds ago	<input type="checkbox"/>

Figure 13: Add/ Edit/ Delete Gateway Window

2. Click **Add Gateway**.

Import Gateway

1. Click **Gateway Management** → **Add/ Edit/ Delete Gateway**.
The Add/ Edit/ Delete Gateway window appears ([Figure 13](#)).

- Under **Import**, click **Click here to download a template** for filling gateway details to import on VSM.

The .csv file downloads.

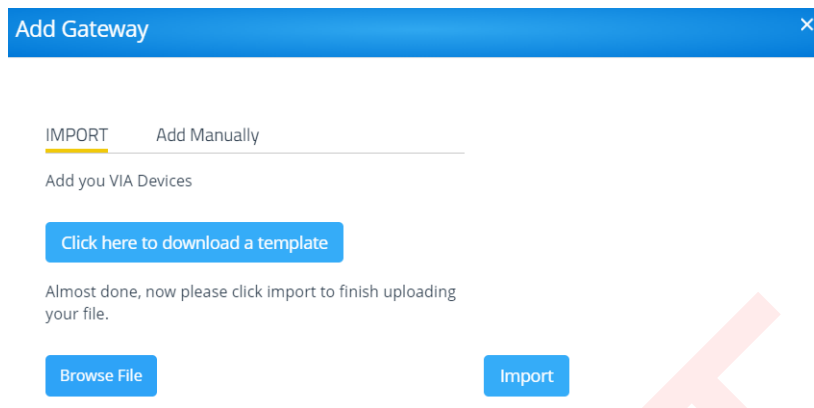


Figure 14: Import Gateway Window

- Open the .csv file template in a spreadsheet application.

A	B	C	D	E	F	G	H
Gateway Id*	Gateway Name*	Group Name*	DNS Name	Air Mirror Name	Max No. Of Mirrored IOS Devices	Remarks	Mac Address
5443	Campus-232	HR Dept	Campu.xd-h	Test1		8 This is campus gateway	
2321	Connect-976	Default	Collage	Test2		5 This is connect box	
4532	Collage534	HR Dept				4	

- Fill in the details:

- **Gateway ID:** This is a mandatory field that must be unique (accepts only numbers).
- **Gateway Name:** This identifies the name for a gateway (a mandatory field that must be unique).
- **Group Name:** A group name, that does not exist, is created upon importing.
- **DNS Name:** Relevant only if a DNS server is active in your network.
- **Air Mirror Name:** An identifiable name for an iOS device to scan and connect (not mandatory).
- **Max No. Of Mirrored iOS Devices:** Must conform to the rules for different gateway models.

Example:
 4 for Campus.
 2 for Connect PRO
 1 for VIA-Go (Note: if Air mirror name is specified, must specify this value.)

- **Remarks:** Used to store additional information about the added gateway (not mandatory).
- **MAC address:** required if adding gateways to VSM using VIA Discovery.

- Save the file.
- Click **Browse File** to navigate to the saved file.
- Click **Import** to add the gateways.

Add Manually

- Click **Add Manually**.

IMPORT **ADD ANNUALLY**

Gateway ID

Gateway Name(Host Name)

MAC Address

NOTE:
Auto discovery is enabled do you want to add MAC address for this device now

Group Name
Select

DNS Name (Room Name)

AirPlay Name

Maximum number of simultaneous AirPlay devices
1

NOTE :
Sets the maximum number of AirPlay devices that can present at one time
4 recommended for Collage/Campus
2 recommended for Connect Pro/Connect Plus
1 recommended for Via Go

Remarks

Cancel Save

- Fill in the details:
- **Gateway ID:** It is a mandatory field. Accepts only numbers. Must be unique.
- **Gateway Name (Host Name):** Mandatory field. An identifiable name for a gateway. Must be unique.
- **MAC Address:** required if adding gateways to VSM using VIA Discovery.
- **Group Name:** A group name, that does not exist, is created upon importing.
- **DNS Name:** Relevant only if a DNS server is active in your network.
- **Air Mirror Name:** An identifiable name for an iOS device to scan and connect. Not mandatory. Can be left blank.
- **Max number of simultaneous AirPlay Devices:** Must conform to the rules for different gateway models. E.g. 4 for Campus, 2 for Connect PRO and 1 for VIA-Go, if Air mirror name is specified must specify this value.
- **Remarks:** Not mandatory. Used to store additional information about the added gateway.
- Click **Save**.


Edit/ Delete Gateway


To push configurations to a specific VIA unit:


1. Click **Gateway Management** → **Add/ Edit/ Delete Gateway**.

The Add/ Edit/ Delete Gateway window appears ([Figure 13](#)).

2. Click  and **OK**.

The  status denotes VIA is updated to the latest version.

The  green button defines that the Gateway is powered ON and red button defines Gateway is powered OFF.

3. Click  up/down arrow to sort a column in ascending or descending order.

To delete a gateway:

- Select the gateway and click **Delete**.

To reboot the Gateway/s:

- Select the gateway and click **Reboot**.

To reset a gateway session

- Select the gateway and click **Reset Session**.

To download all gateway information to a CSV file

- Click **Export to CSV**.

When upgrading VSM from 2.3 to 2.5 or 3.0, mirroring name is set with DNS Name or Host name if DNS is not available.

To edit a gateway setting:

- click the respective gateway and apply required settings. If a user changes/ edit any Gateway settings, then settings is applied to gateways automatically.

To search gateways

1. Select the field Filter by Gateway Name/IP/Remarks/Box id /Group Name.
2. Type in the search text which may contain any of the below:
 - Gateway Name
 - IP Address
 - Remarks
 - Box ID
 - Group Name



Remarks entered while adding new gateway can be used in search on VSM's Gateway List page.

Manage Configurations

This includes VIA basic and advanced settings.

To push configurations to a specific VIA unit:

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

Existing Template	Date Created	Status	Preview	Duplicate	Edit	Delete
default	2020-07-17 10:31:12	Active	👁️	📄	✏️	🗑️
default_copy	2020-07-31 06:52:27	Active	👁️	📄	✏️	🗑️

Figure 15: Manage Configurations Template Window

Configuring System

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Create New Template**.

The Configurations Template Creation window appears ([Figure 16](#)).

3. Click **System** on the navigation pane.

The System tab appears

Figure 16: System Tab - Configurations Template Creation Window

4. In Template Name, enter the template name.
5. Slide on the Activate System Log. The gateway activity log is activated.
6. Slide on the Activate Energy Saver Mode. Energy saver mode is activated. Enter the sleep time duration. Energy saver mode automatically sends the VIA Campus unit into sleep mode after defined minutes of inactivity.

7. Slide on the Quick Client Access. The Quick Client Access mode is activated. This feature places a shortcut in the bottom left corner of the main display to open the VIA menu.
8. To define API security settings, In the API Setting Command, select one of the following:
 - a. Secure – API commands can be sent to the VIA gateway securely over a TLS port.
 - b. Non-Secure – API commands can be sent to the VIA gateway on a non-secure, plain text port. Select this option if your controller does not support TLS.
9. In Language, select preferred language.
10. Under VIA Auto Broadcast Info, click **ON**.
11. Click **Save Template**.

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Configuring Presentation

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Presentation** on the navigation pane.

The presentation tab appears.

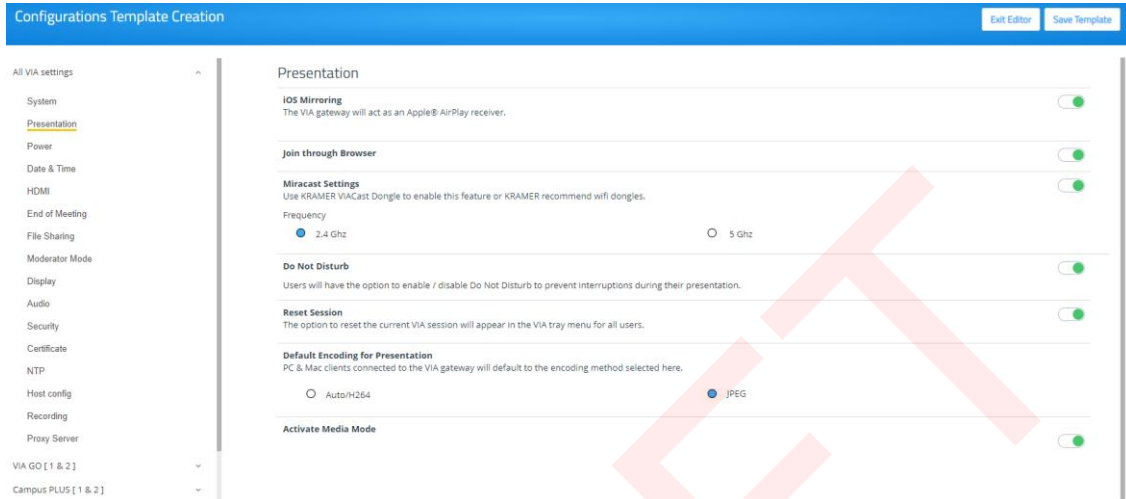


Figure 17: Presentation Tab - Configurations Template Creation Window

3. In the iOS Mirroring section, click **ON** for Mirroring.
4. In the Join through Browser section, click **ON**. This activates support for Chrome browser.
5. Slide on Miracast Settings. Miracast is activated. Select 2.4 GHz or 5 GHz frequency.
6. VSM enables you to activate the Do Not Disturb mirroring feature that enables any participant that is using Kramer VIA app to mirror on the main display to prevent other participants from mirroring. Slide on the Do Not Disturb. Do Not Disturb is enabled after the next reboot.
7. Switch on Reset Session. The option to reset the current VIA session appears in the VIA tray menu for all users.
8. To define the default gateway encoding format, under Default Encoding for Presentation, select Auto/H264 or JPEG.
9. Switch on Activate Media Mode. The media mode is activated.
10. Click **Save Template**.

Configuring Power

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Power** on the navigation pane.

The Power tab appears.

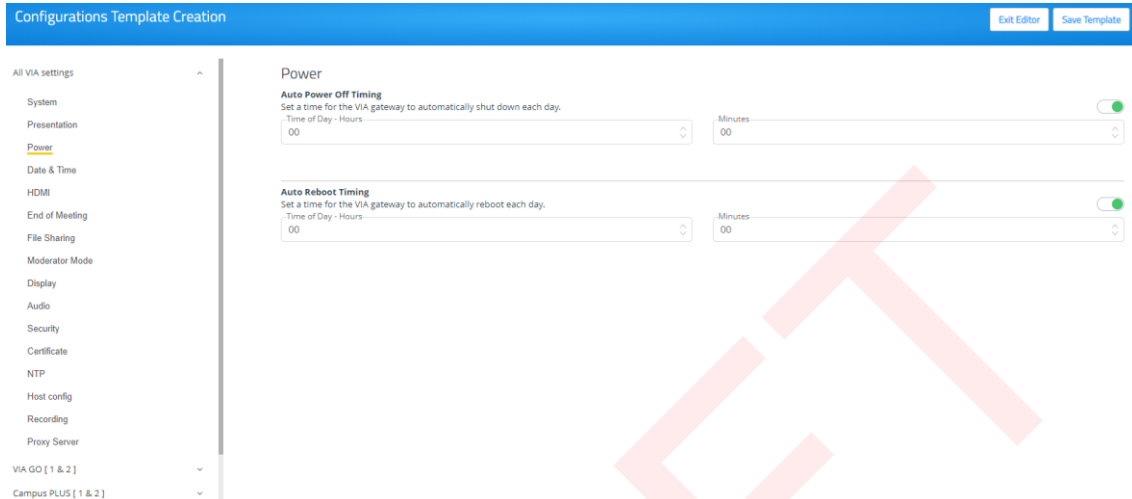


Figure 18: Power Tab - Configurations Template Creation Window

3. In the Auto Power Off Timing section, click on/off switch to turn green.
4. Select the Time of day in Hours and Minutes for the VIA to automatically power off every day.
5. In the Auto Reboot Timing section, click on/off switch to turn green.
6. Select the Time of day in Hours and Minutes for the VIA to automatically reboot every day.
7. Click **Save Template**.

Configuring Date & Time

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Date & Time**.

The Date & Time tab appears.

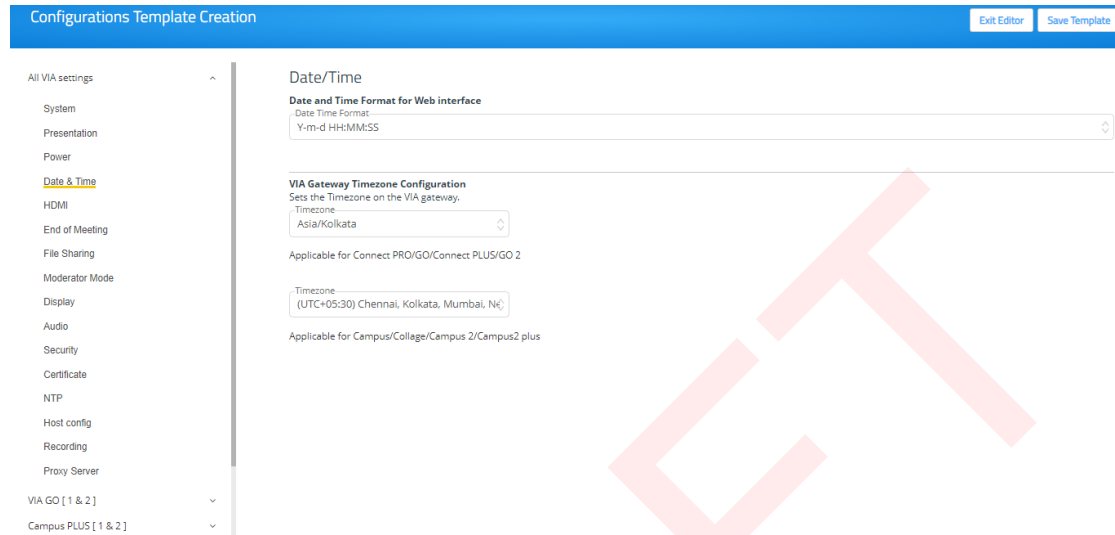


Figure 19: Date & Time Tab - Configurations Template Creation Window

3. In the Date and Time Format for Web Interface section, select a format from the Date Time Format drop-down.
4. In the VIA Gateway Time zone Configuration section, select the required time zone from the Time Zone drop-down. The time zone for VIA Gateway is set.
5. Click **Save Template**.

Configuring HDMI

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **HDMI**.

The HDMI tab appears.



Figure 20: HDMI Tab - Configurations Template Creation Window

3. To disable HDMI input on startup, slide on the Do not start HDMI input on startup.
4. To activate PIP mode, slide on Activate PIP Mode.
5. To activate automatic switch to HDMI, slide on HDMI Auto Switch.
6. To activate manually switch to HDMI, slide on Manual ON/OFF.
7. Click **Save Template**.

Configuring End of Meeting

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **End of Meeting**.

The End of Meeting tab appears.

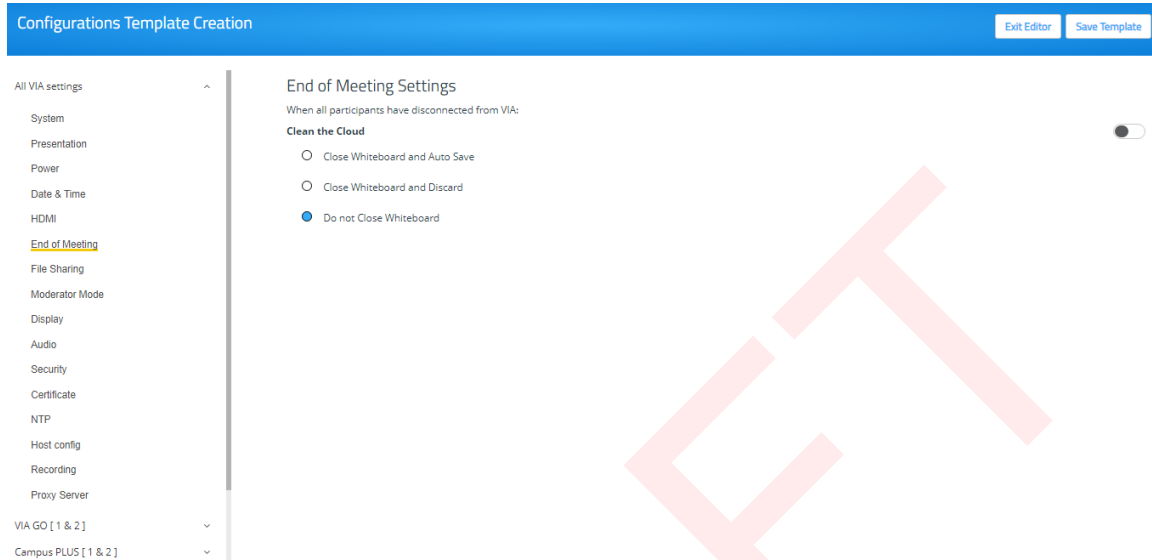


Figure 21: End of Meeting Tab - Configurations Template Creation Window

3. In the End of Meeting Settings section, select the desired options when all participants have disconnected from VIA:
 - a. Clean the Cloud – delete all files from the VIA cloud.
 - b. Close Whiteboard and Auto Save – Close the Whiteboard on the main display and save the current page to the VIA cloud.
 - c. Close Whiteboard and Discard – Close the Whiteboard on the main display and discard the current page.
 - d. Do not Close the Whiteboard – leave the Whiteboard open on the main display.
4. Click **Save Template**.

Configuring Moderator Mode

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Moderator Mode** on the navigation pane.

The Moderator Mode tab appears.

3. Slide on the Activate Moderator Mode.
4. Select one of the Moderator Mode types:

Basic – Allows anyone to join a meeting without a username and password and to become moderator with a password defined by the Web Administrator.

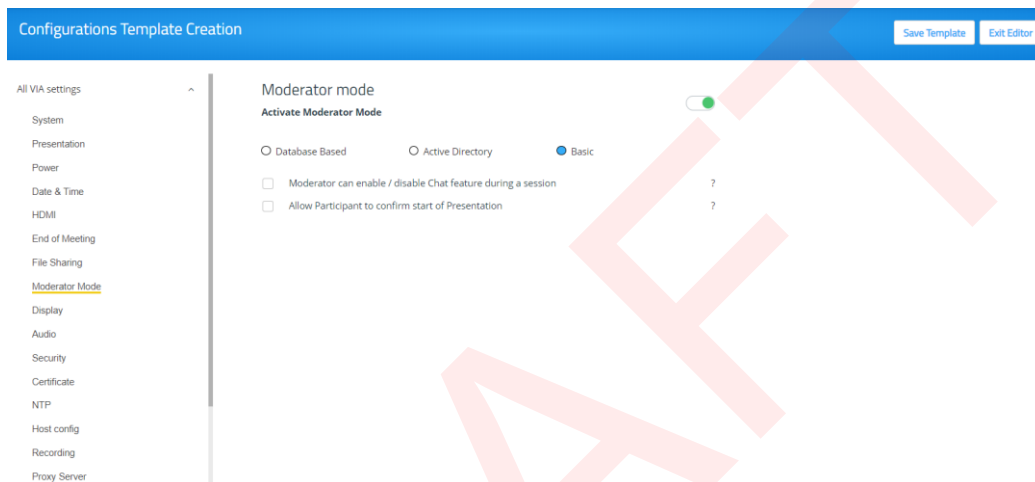


Figure 23: Moderator Mode/Basic Tab - Configurations Template Creation Window

If required, select one or more of the following checkboxes:

- Moderator can enable/disable Chat feature during a session.
- Allow Participants to confirm start of Presentation.

Database Based – Only users created by the Web Administrator can join a meeting.

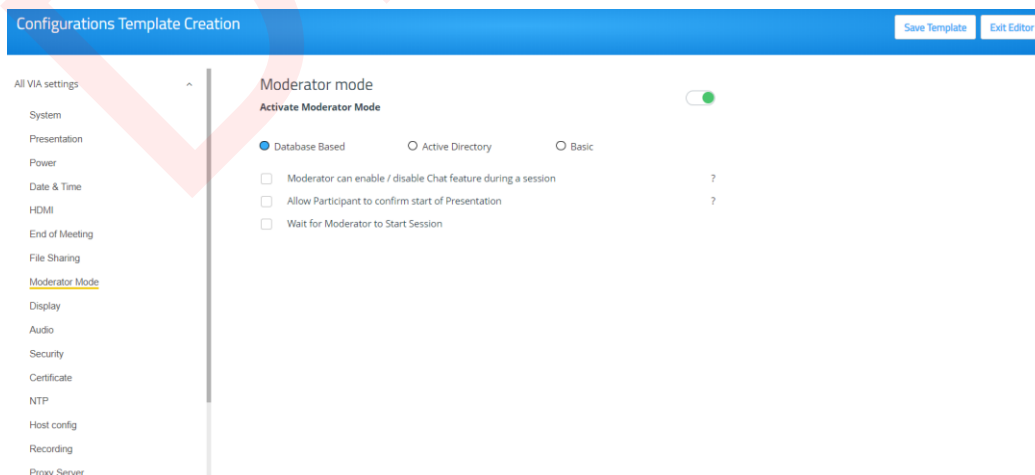


Figure 24: Moderator Mode/Database Based Tab - Configurations Template Creation Window

If required, select one or more of the following checkboxes:

- Moderator can enable/disable Chat feature during a session.
- Allow Participants to confirm start of Presentation.
- Wait for Moderator to Start Session – VIA session does not start until a moderator join the meeting. Participant dashboard features are grayed out and a message appears on the main display.

Active Directory – Integrates with Active directories (ADs) to avoid the hassle of creating users from VIA Gateway Web UI.

Figure 25: Moderator Mode/Active Directory Tab - Configurations Template Creation Window

5. Under **Active Directory Settings**, type in the Active Directory name in **Active Directory Domain** text box.
6. Select the **User Principal Name** or **SAM Account Name** or **Group Based** or **OU Based** radio button as per the Active Directory configuration.
7. Based on the above selection, type the name of **Moderator** and **Participant** Group in their respective boxes.
8. Active Directory Moderator Mode is configured.
9. Click **Save Template**.

Configuring Display

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Display** on the navigation pane.

The Display tab appears.

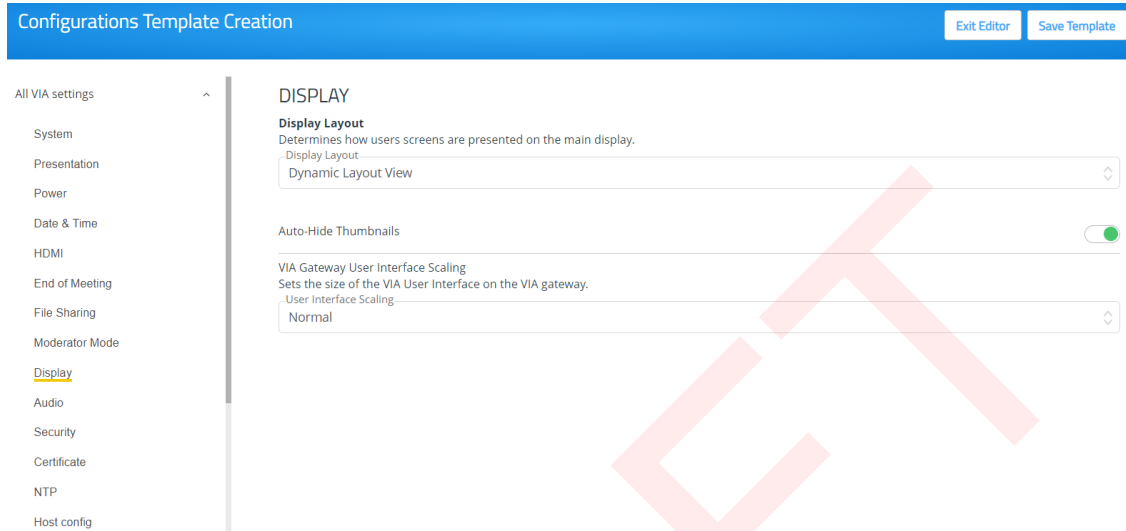


Figure 26: Display Tab - Configurations Template Creation Window

3. In Display Layout drop down, select layout view.
4. Slide on **Auto-hide Thumbnails**.
5. In VIA Gateway User Interface Scaling, select appropriate size.
6. Click **Save Template**.

Configuring Audio

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Audio** on the navigation pane.

The Audio tab appears.

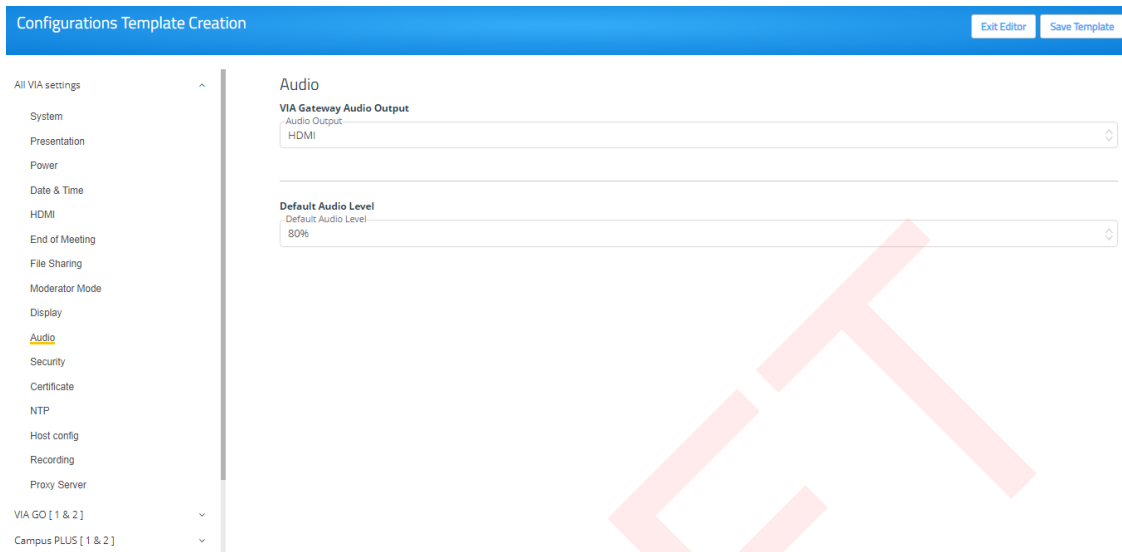


Figure 27: Audio Tab - Configurations Template Creation Window

3. To set the audio output as HDMI, display port or USB, in the VIA Gateway Audio Output, select the required audio output from the drop-down. The audio output is set.
4. To define the default volume level, in the Default Audio Level, select the desired volume level. The default volume level is defined. After rebooting the unit, resetting a session, or all users logging off, the volume returns to the defined level.
5. Click **Save Template**.

Configuring Security

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Security** on the navigation pane.

The Security tab appears.

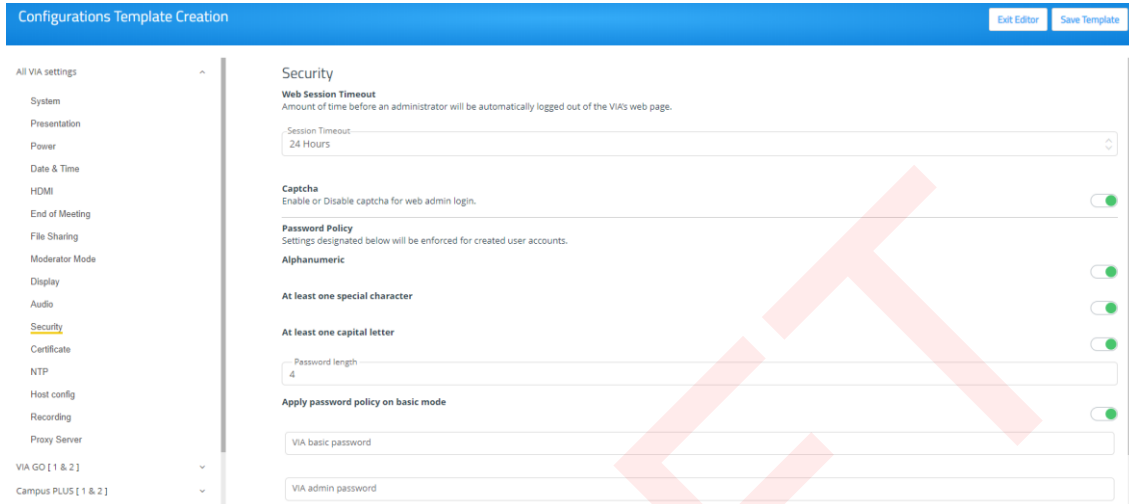


Figure 28: Security Tab - Configurations Template Creation Window

3. Under Web Session Timeout, select the desired Session Timeout period. Web session timeout period is defined.
4. Set Captcha and Password Policy to enhance VIA Gateway security.
5. In Captcha, switch on Captcha to enable for web admin login.
6. In Password Policy, switch on settings for created user accounts.
7. Switch on to enable Alphanumeric number.
8. Switch on to enable at least one special character.
9. Switch on to enable at least one capital letter.
10. Switch on to enable password length. Select password length.
11. Apply password policy on Basic mode – Allows anyone to join a meeting with a password and to become moderator with a password defined by the Web Administrator. Enter VIA basic password and VIA admin password. This enables the password policy on the password which is for moderator in basic mode. The web admin defines the password for basic mode and need to adhere to the password policy.
12. Click **Save Template**.

Configuring Certificate

To perform this procedure, you need a valid SSL certification.



If you are configuring a world recognized domain on VSM, you need a valid, Apache supported SSL certificate from Verisign, GoDaddy, [ssl.com](https://www.ssl.com) or other source.

If you locally manage a Certificate Authority (CA), you should generate the Apache supported certificate. The (server.crt) and (server.key) files must be uploaded to:

C:\HQServer\htdocs\conf folder

After uploading these files, restart the Apache service.

To configure an SSL certificate:

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Certificate** on the navigation pane.

The Certificate tab appears.

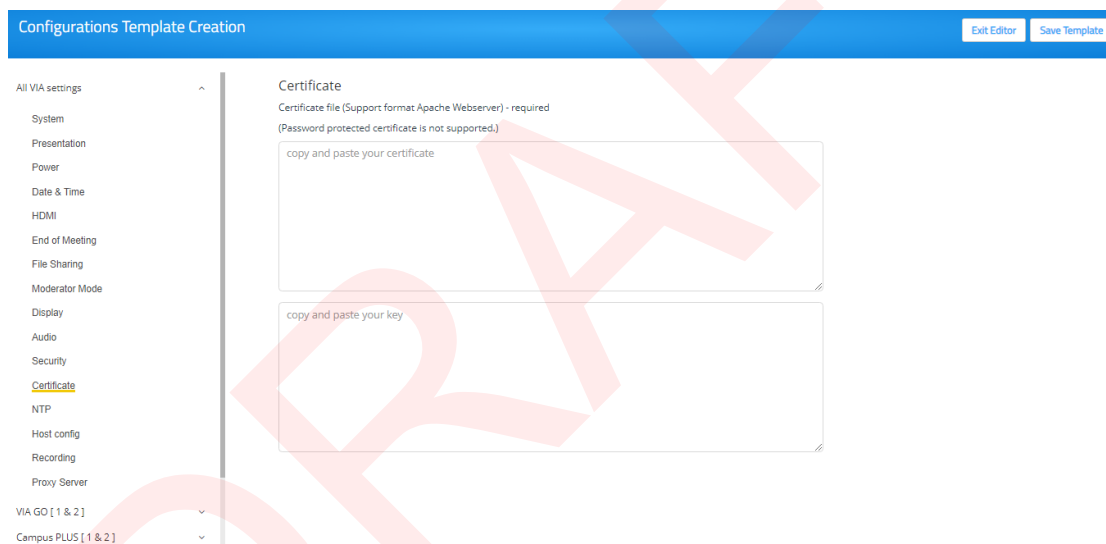


Figure 29: Certificate Tab - Configurations Template Creation Window

3. In **copy and paste your certificate**, copy and paste your certificate.
4. In **copy and paste your key**, copy and paste your key.
5. Click **Save Template**.

Configuring NTP

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **NTP** on the navigation pane.

The NTP tab appears.

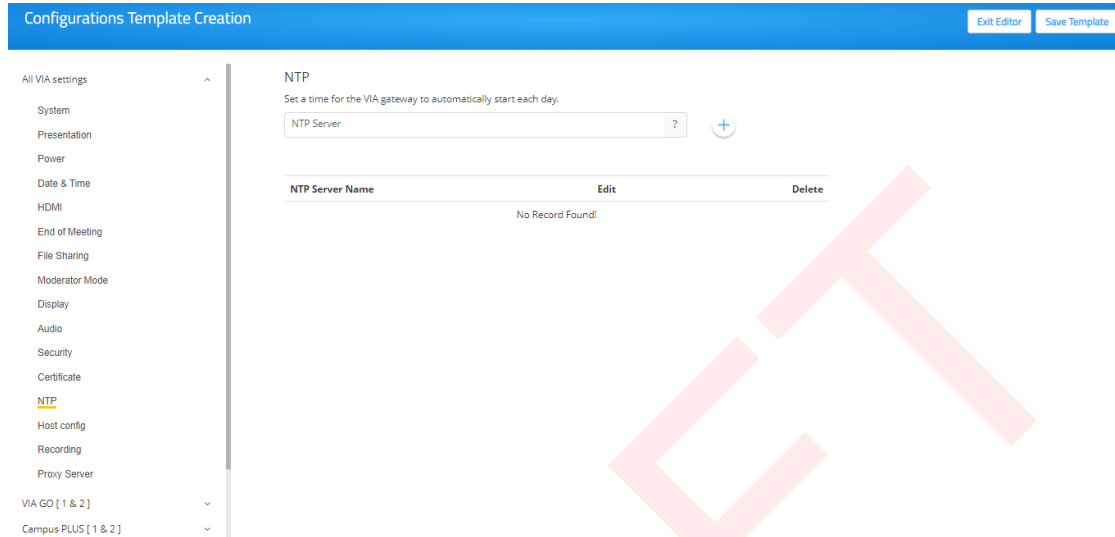


Figure 30: NTP Tab - Configurations Template Creation Window

3. Click **Add NTP Server**.
4. In the Enter Server Name field, enter the address of the NTP server.
5. Click **Save**. The new NTP server is saved and appears in the NTP Server Name table.
6. To edit an NTP server name, click the icon in the Edit column.
7. To delete an NTP server name, click the icon in the Delete column.
8. Click **Save Template**.

Configuring Host config

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Host config** on the navigation pane.

The Host config tab appears.

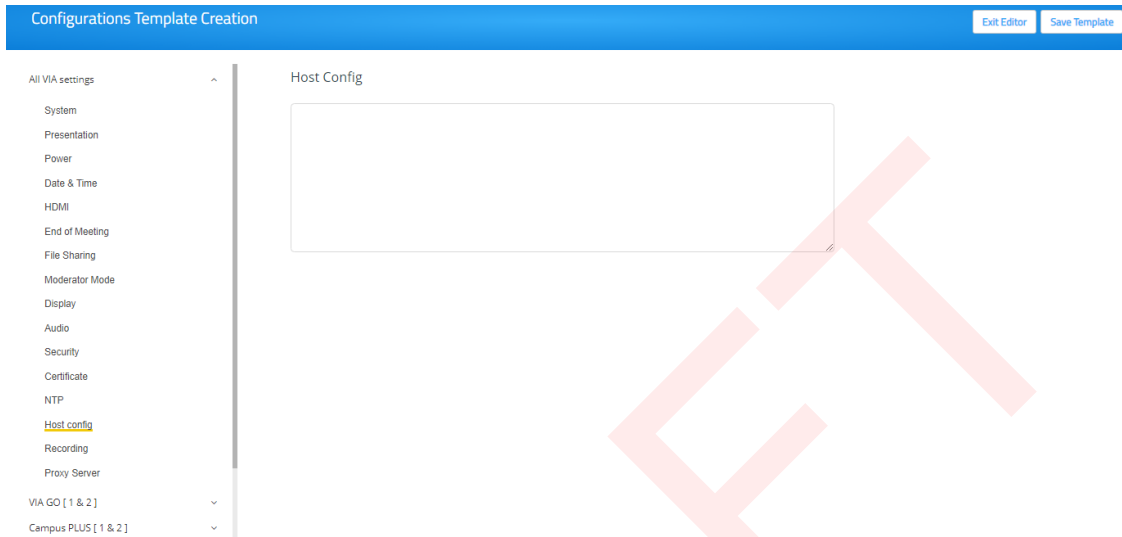


Figure 31: Host Config Tab - Configurations Template Creation Window

3. In Host Config, enter host configuration settings.
4. Click **Save Template**.

Configuring Recording

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Recording** on the navigation pane.

The Recording tab appears.

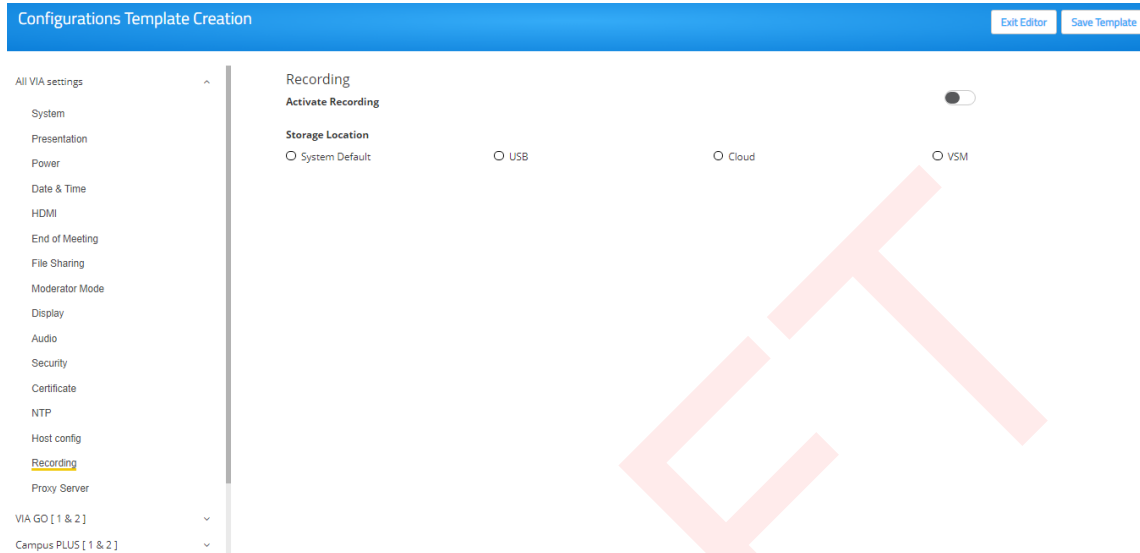


Figure 32: Recording Tab - Configurations Template Creation Window

3. Slide on Activate Recording.
4. Select System Default to save recording on to default location on the VIA hard drive.
5. Select USB to save recording to external USB drive.
6. Select Cloud to save recording to cloud.
7. Select VSM to save recording to VSM.
8. Click **Save Template**.

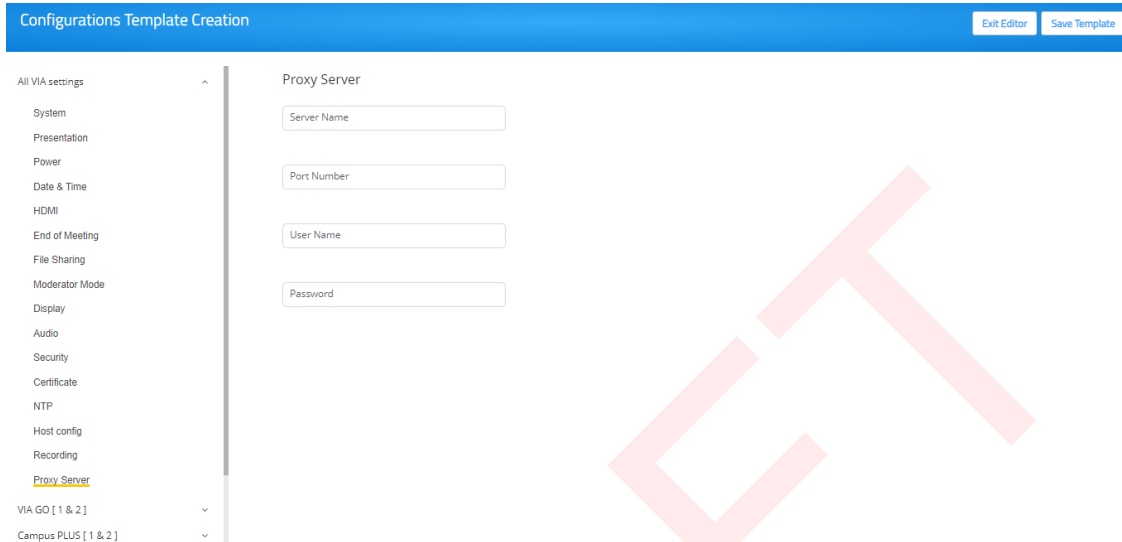
Configuring Proxy Server

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Proxy Server** on the navigation pane.

The Proxy Server tab appears.



The screenshot shows the 'Configurations Template Creation' window. On the left is a navigation pane with a list of settings categories: All VIA settings, System, Presentation, Power, Date & Time, HDMI, End of Meeting, File Sharing, Moderator Mode, Display, Audio, Security, Certificate, NTP, Host config, Recording, Proxy Server (highlighted), VIA GO [1 & 2], and Campus PLUS [1 & 2]. The main area is titled 'Proxy Server' and contains four input fields: 'Server Name', 'Port Number', 'User Name', and 'Password'. At the top right of the window are two buttons: 'Exit Editor' and 'Save Template'.

Figure 33: Proxy Server Tab - Configurations Template Creation Window

3. Type the Server Name.
4. Type the Port Number.
5. Type the User Name.
6. Type the Password.
7. Click **Save Template**.

Configuring VIA GO

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **VIA GO [1 & 2]** on the navigation pane.

The VIA GO tab appears.

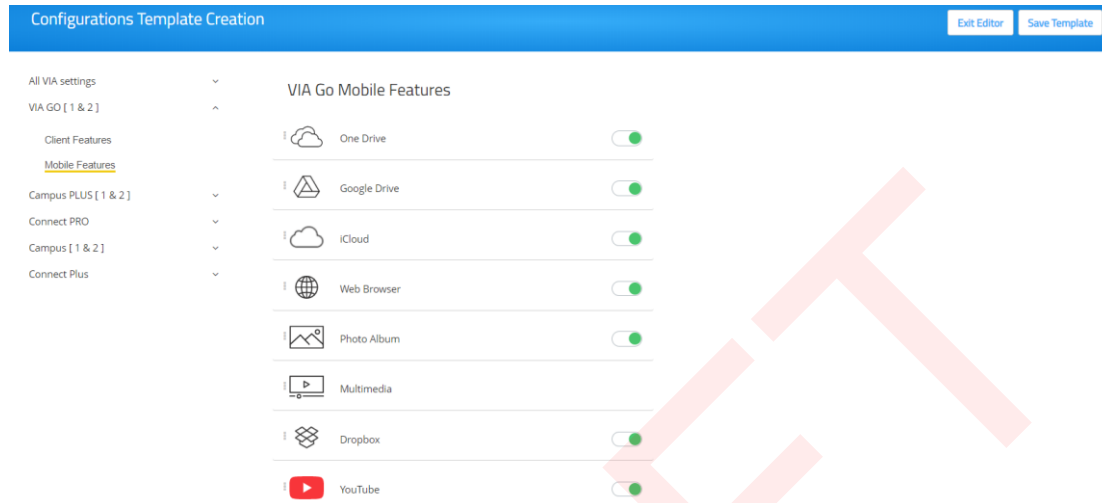


Figure 34: VIA GO Tab - Configurations Template Creation Window

3. Click **Client Features** and set desired client features.
4. Click **Mobile Features** and set desired mobile features.
5. Click **Save Template**.

Configuring Campus PLUS

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Campus PLUS [1 & 2]** on the navigation pane.

The Campus PLUS tab appears.

3. Set respective Gateway, client and mobile features.
4. Click **Save Template**.

Configuring Connect PRO

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Connect PRO** on the navigation pane.

The Connect PRO tab appears.

3. Set respective Gateway, client and mobile features.
4. Click **Save Template**.

Configuring Campus

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Campus [1 & 2]** on the navigation pane.

The Campus tab appears.

3. Set respective Gateway, client and mobile features.

Configuring Connect Plus

1. Click **Gateway Management** → **Manage Configurations**.

The Manage Configurations Template window appears ([Figure 15](#)).

2. Click **Connect Plus** on the navigation pane.

The Connect Plus tab appears.

3. Set respective Gateway, client and mobile features.

4. To set third part collaboration settings, click **Third Party Collaboration**. You can enable/disable **Zoom**, **BlueJeans** and **Microsoft Teams** apps.

5. To close all third party collaboration application VIA, slide off **Close All Third Party Collaboration Application VIA**.

6. Click **Save Template**.

VIA Screen Editor

VIA Screen Editor is a web interface, where users can modify a gateway's display layout like placement of date and time, room name, room code and changing the wallpaper. It also helps change the properties like activate room code, room name overlay and other options.

Deleting a Template

To delete a template:

1. Click **Gateway Management** → **VIA Screen Editor**.

The VIA Screen Editor window appears ([Figure 35](#)).

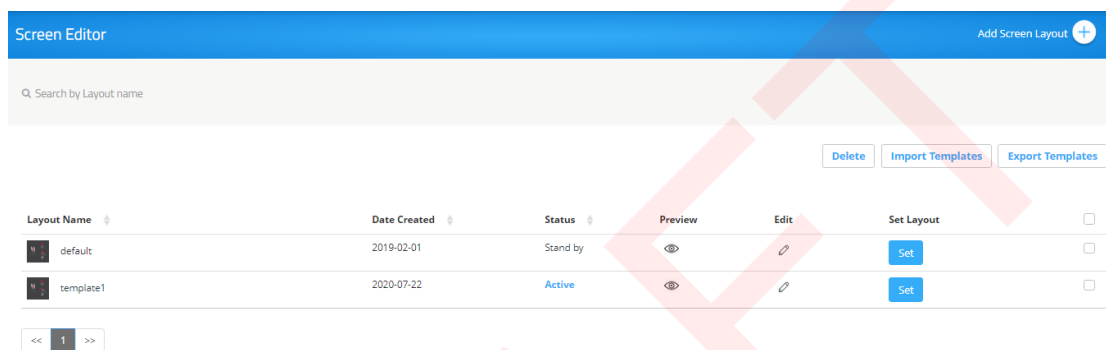


Figure 35: Screen Editor Window


2. Select the template and click **Delete** to delete an existing template.



This option is not be available for the Default/Active template.

Editing a Template

To edit a template:

1. Click **Gateway Management** → **VIA Screen Editor**.
The VIA Screen Editor window appears ([Figure 35](#)).
2. Click  in the Edit column of the template you want to edit ([Figure 35](#)).
3. The interface seen is exactly like the one in Add screen layout.

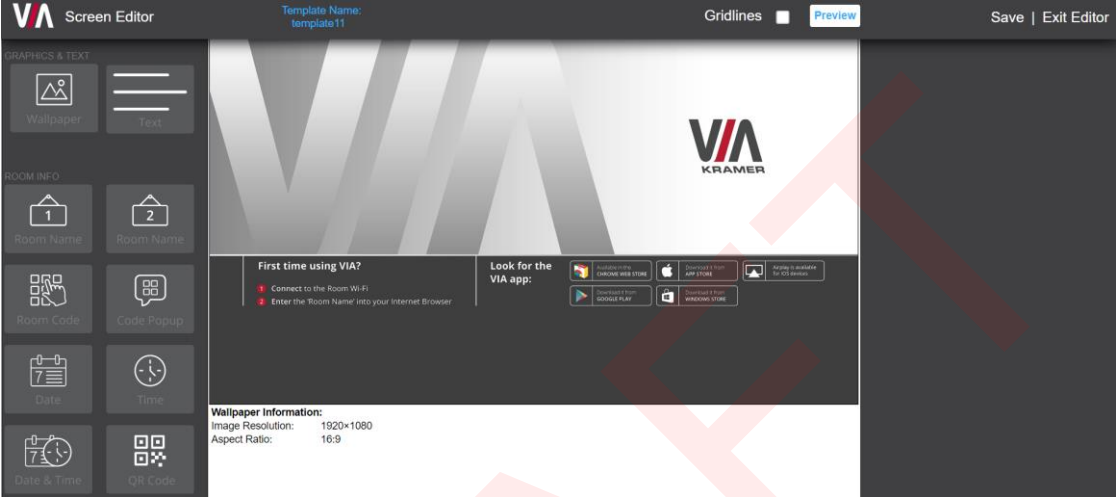

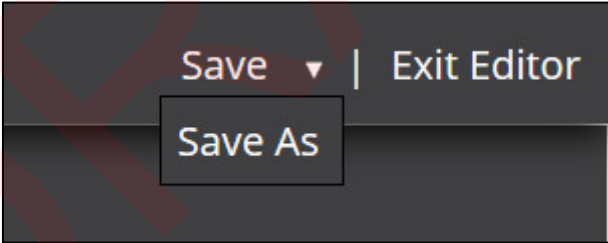


Figure 36: Screen Editor Window

 When editing, Save has a small down arrow. Clicking it reveals **Save As**, to save the template with a different name.



Importing & Exporting Templates

A template can be exported to apply it on a different gateway.

To export a template:

1. Click **Gateway Management** → **VIA Screen Editor**.

The VIA Screen Editor window appears ([Figure 35](#)).

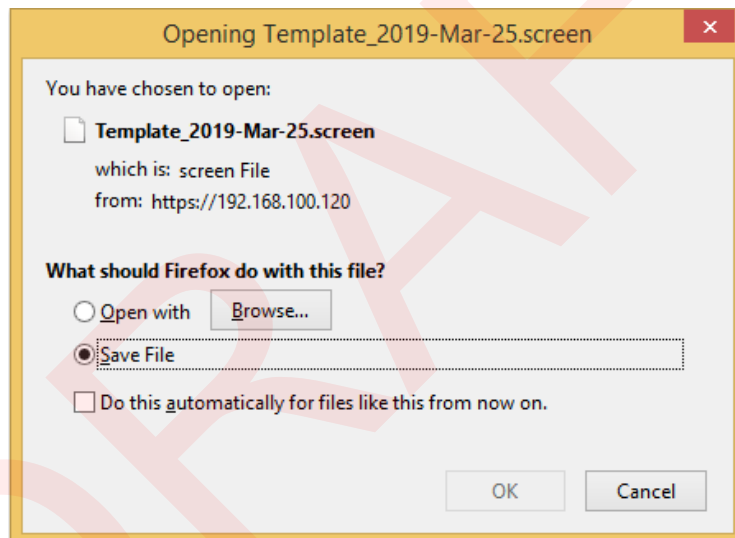
2. Select a template (or multiple templates) which you want to apply on a different gateway ([Figure 35](#)).

3. Click **Export Templates**.

A confirmation message to delete the group appears.

4. Click **OK**.

5. Select a location to save the template(s) — depending on your browser file download settings. Refer below articles:



https://support.mozilla.org/en-US/kb/where-find-and-manage-downloaded-files-firefox?redirectlocale=en-US&redirectslug=Downloads+window#w_change-where-downloads-are-saved

6. <https://support.google.com/chrome/answer/95759>

7. These templates can be imported to another gateway.



Since the templates are uploaded through a web interface, the same computer can be used to access both gateways.

To import a template:

1. Click **Gateway Management** → **VIA Screen Editor**.

The VIA Screen Editor window appears ([Figure 35](#)).

2. Click **Import Templates** on the other gateway ([Figure 35](#)).

3. Navigate to the location where the exported template was saved.
4. Select the file and click **Open**.

This VSM lists the template(s) exported earlier.

Previewing Templates

To preview templates:

1. Click **Gateway Management → Add Screen Layout**.

The VIA Screen Layout window appears.

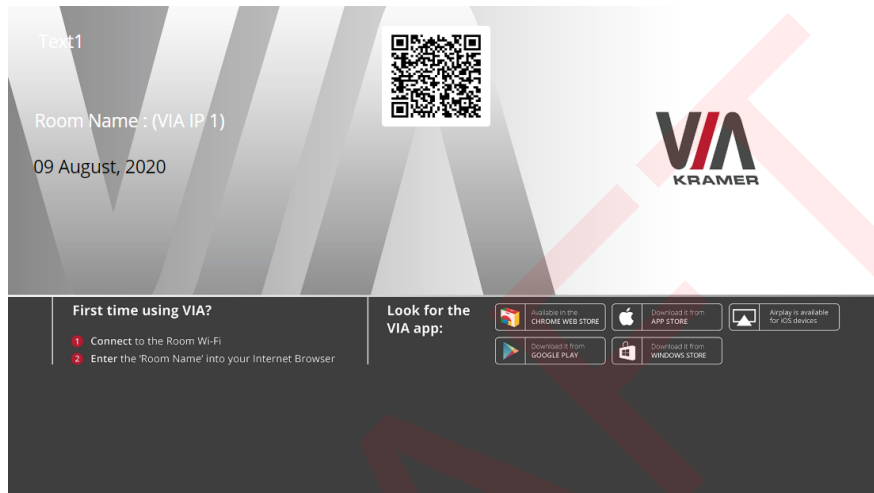


Figure 37: VIA Screen Layout Window

2. Click **VIA Screen Editor → Add Screen Layout**.
3. Add Wallpaper widget and drag a wallpaper from right or upload from computer.
4. Add any required widgets.
5. Click **Preview**.

The window below appears and shows how the arrangement would appear on main display.

Adding a Screen Layout

To add a screen layout:

1. Click **Gateway Management** → **VIA Screen Editor** → **Add Screen Layout**.

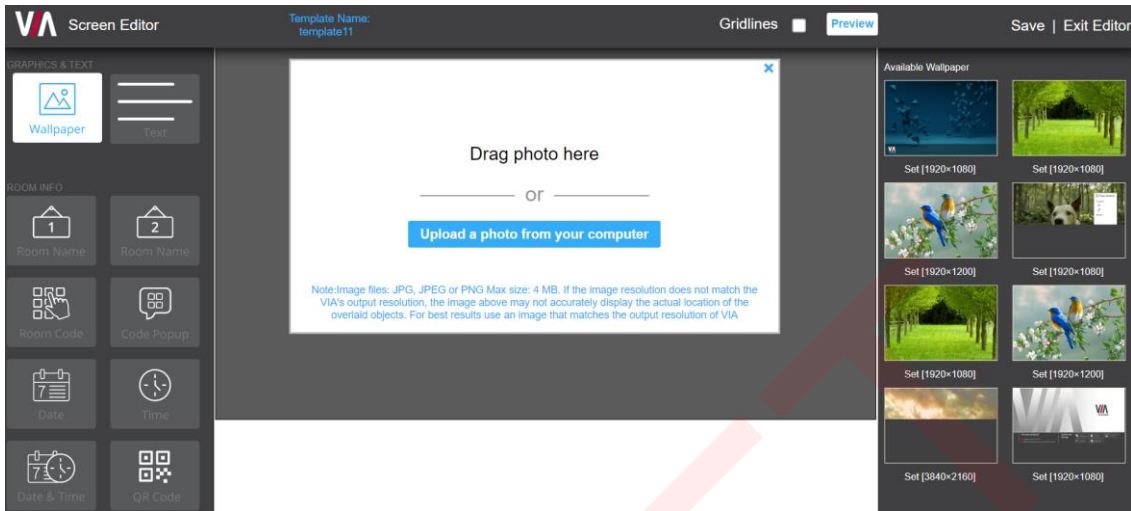


Figure 38: VIA Screen Editor

2. Click **Save** to save the changes made by you in the list of templates. This appears as a template when VIA screen editor is launched. **Preview** allows you to view the changes that you have made. For preview to work, a wallpaper must be uploaded.
3. Select **Gridlines** to display a grid that can be used to correctly align elements. This grid only appears on VIA screen editor and not on main display.

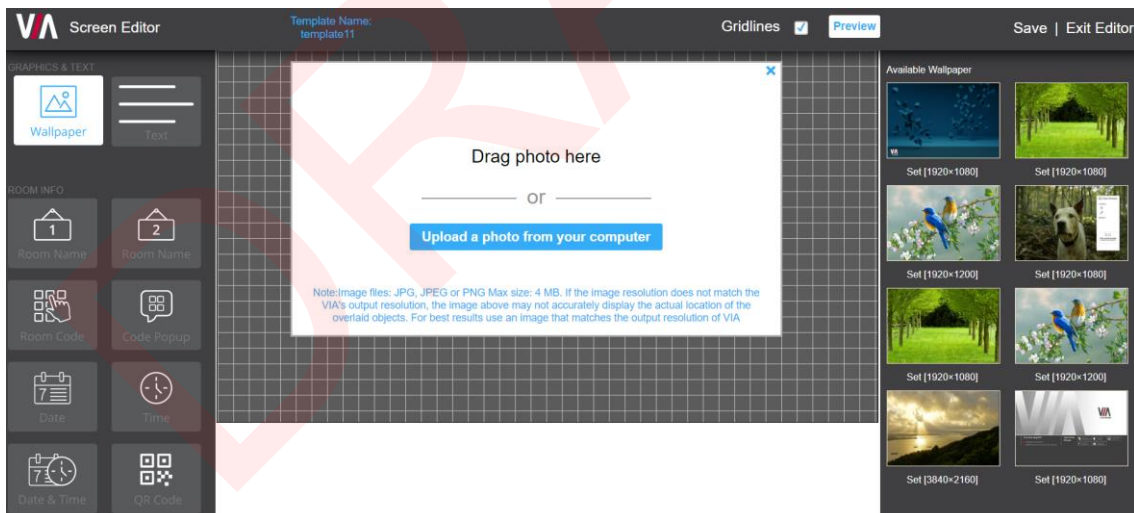




Figure 39: VIA Screen Editor with Gridlines

4. Click **Exit Editor** to return to VIA Screen editor template list.
All changes will be lost if you do not click save before exit.

Wallpaper

 Click on the button to add this widget. Do not drag it to the center pane.

- Click  to open the upload wallpaper interface to change the wallpaper seen on gateway display when no one is presenting.

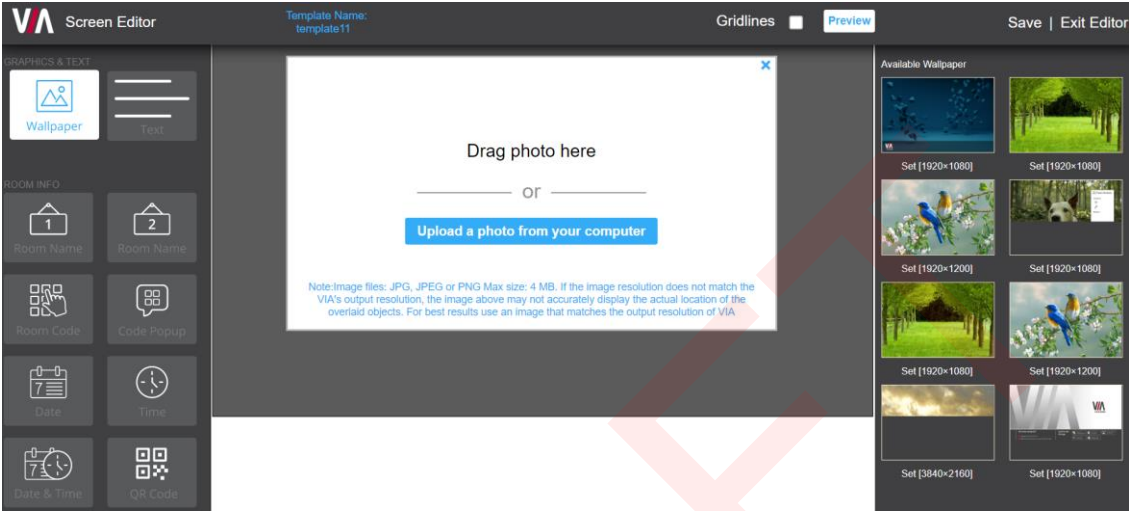


Figure 40: Upload Wallpaper - Screen Editor

To upload a wallpaper to the gateway:

1. Click **Upload a photo from your computer.**
2. All wallpapers uploaded with resolution in each template are listed on the right. To set a listed template, on the right side, click the template.
3. Alternatively, drag and drop the wallpaper on the right to the area marked – **Drag Photo here** to change the wallpaper.
4. Select a wallpaper whose size does not exceed 4 MB.
5. The supported file extensions are PNG, JPG, and JPEG.
6. After upload, a wallpaper information is displayed.

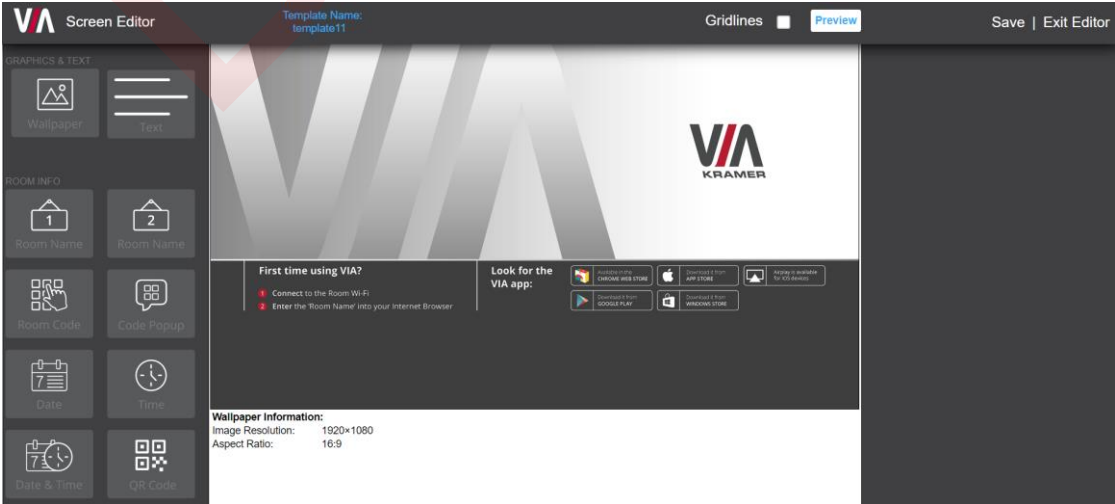
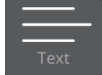


Figure 41: Wallpaper - Screen Editor

Text

- Click and drag  on to the gray area in the center to add a text box for imparting other information regarding the gateway.

The right pane displays all the properties associated with the text.

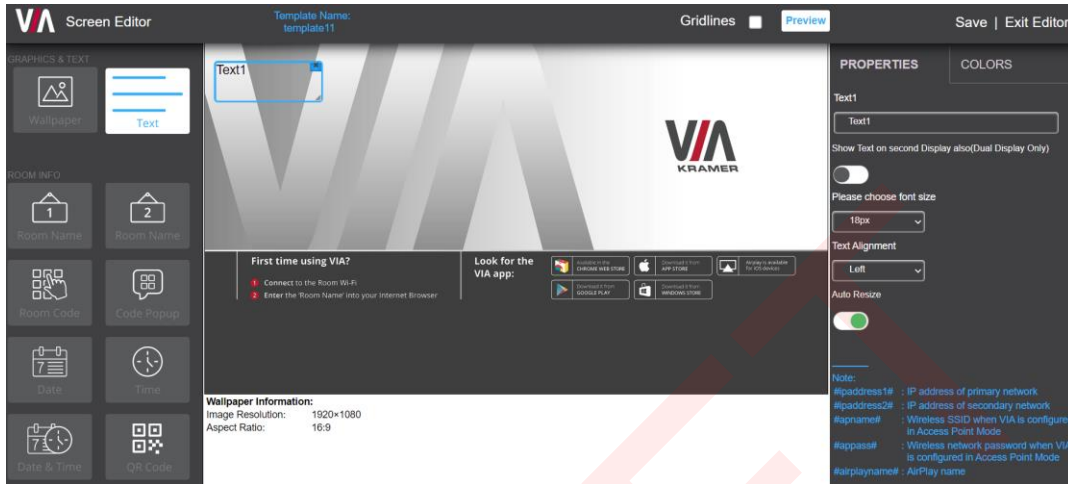


Figure 42: Text - Screen Editor

Text Properties

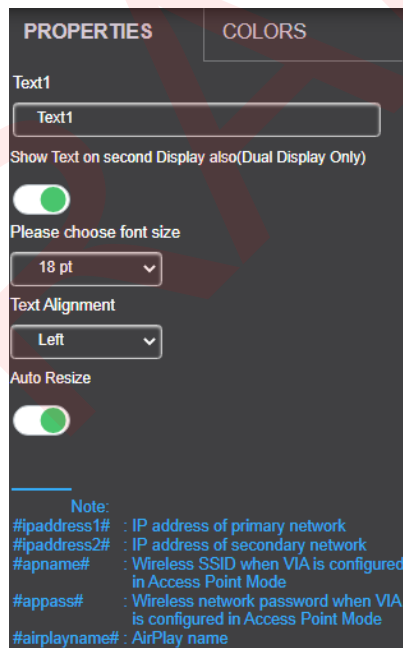


Figure 43: Properties Pane

- Write the message to appear on the gateway in **Text1** field. Each subsequent added text box has the name text2, text3, etc. Apart from custom text, user can enter below variables.
 - #ipaddress1#** : IP address of primary networks
 - #ipaddress2#** : IP address of secondary network
 - #apname#**: Wireless SSID when VIA is configured in Access Point Mode
 - #appass#**: Wireless network password when VIA is configured in Access Point Mode

- e. #airplayname#: AirPlay name
2. Under show text on second display also (Dual Display Only), click **ON** to automatically display text on second connected display.
3. Select the font size for the text as it appears on the gateway.
4. Select the text alignment within the box from Text Alignment drop-down.
5. Auto resize toggle — when set to ON — ensures that there are no cropped areas in the displayed information. The bounding box is reset as per the size of the text contained. This change is seen on the gateway and not while the template is still being created.

Text Colors

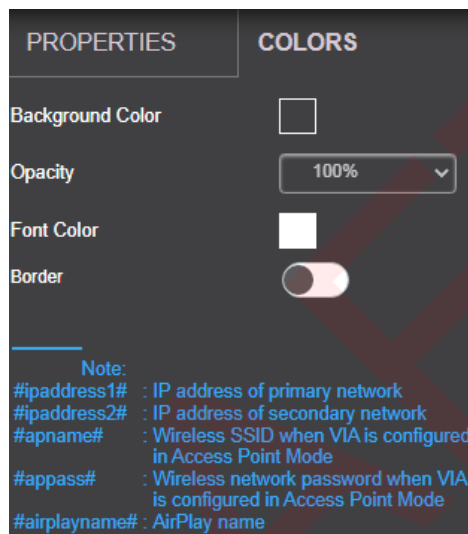


Figure 44: Colors Pane

1. Background color specifies the fill color of the box. Default background color is 'none' and hence the box background is transparent.
2. To change the background color, click **Background Color**.

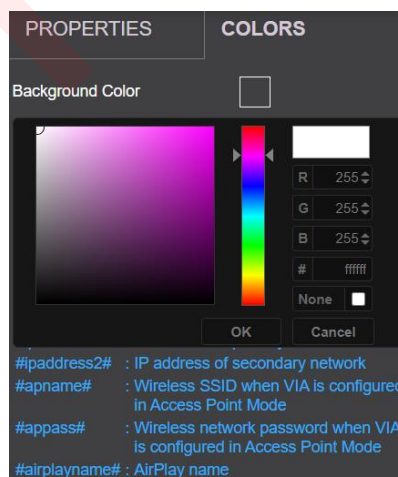



Figure 45: Background Color

3. If opacity is set to 10%, the box background color becomes transparent on main display.
4. Change the font color for text to appear in any other color.
5. Border toggle enables (or disables) border for this element as seen on main display.

Room Name

- Click and drag  on to the gray area in the center to add a room name to be seen on main display.

The right pane displays all the properties associated with room name.

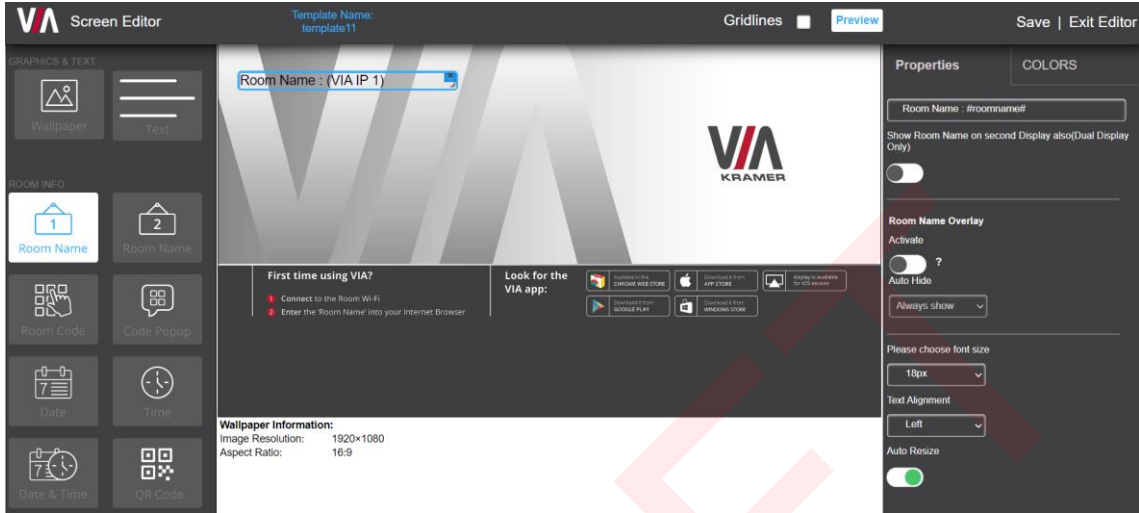
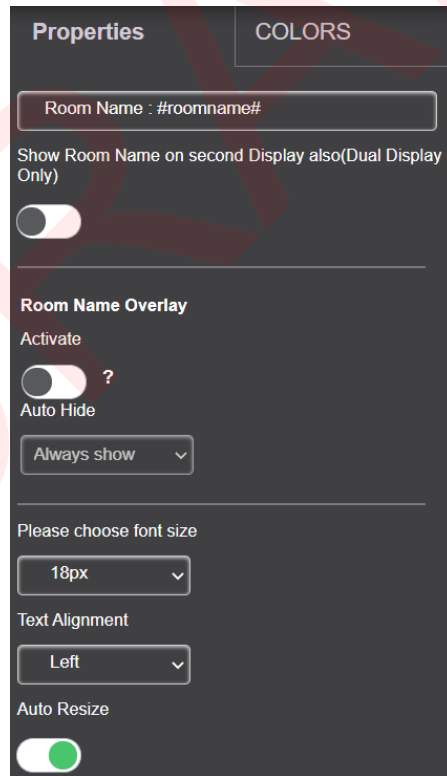


Figure 46: Room Name - Screen Editor

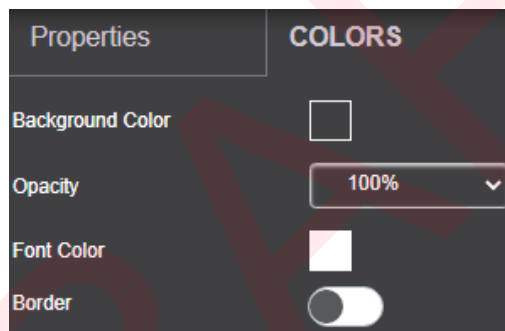
Room Name Properties



- Room Name:** This field can be edited to read anything. #roomname# means, IP address of the gateway is displayed here. So, **Room Name:** #roomname# is displayed on the gateway as Room Name: <IP address of gateway>. To replace #roomname# with some other text, a DNS must be configured. Type #AirplayName# to replace IP address of the gateway with its AirPlay® Name.

2. Toggle **Show Room Name on...** (to ON) to display room name on the second display connected to the gateway (Campus, Campus 2, Campus Plus and Campus 2 Plus).
3. Room Name overlay is a bar which appears on top and displays the room name for participants to login. This is especially helpful during presentations when room name on the wallpaper is hidden.
 - a. Room Name Overlay can be activated by clicking the **Activate** toggle.
 - b. To keep the overlay visible at all time, select **Always Show**; else select a time (in seconds) after which the overlay will disappear.
 - c. To keep the overlay visible at DSS only, select **Show only with DSS**.
4. Set the font size of Room Name from the font size drop-down.
5. Select the text alignment within the box from Text Alignment drop-down.
6. Auto resize toggle — when set to ON — ensures that there are no cropped areas in the displayed information. The bounding box is reset as per the size of the text contained. This change is seen on the gateway and not while the template is still being created.

Room Name Colors



1. Background color specifies the fill color of the box. Default background color is 'none' and hence the box background is transparent.
2. To change the background color, click **Background Color**.

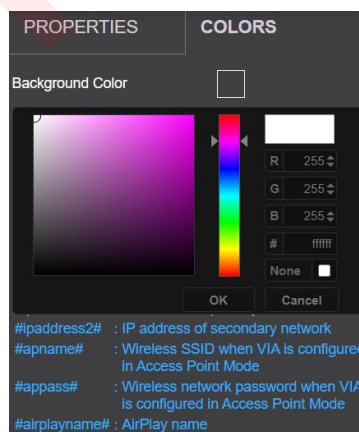


Figure 47: Background Color

3. If Opacity is set to 10%, the box background color becomes transparent on main display.
4. Change the **Font Color** for text to appear in any other color.
5. Border toggle enables (or disables) border for this element as seen on main display.

Room Name 2

This icon is always seen on VIA screen Editor. However, Room Name 2 appears on gateway main display only when configured with dual network and subsequently has two working IP addresses. The options like properties and color are the same as Room Name.



This is visible only when a dual network is configured on VIA.

Room Code



- Click and drag **Room Code** on to the gray area in the center to add the Room Code box and show it on main display.

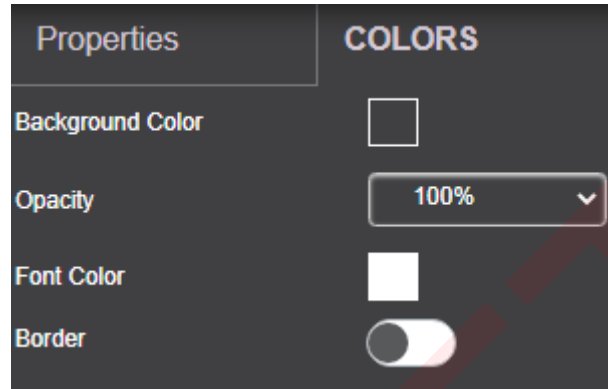
The right pane displays all the properties associated with Room Code.

Properties

- Code:** This has two parts. If #roomcode# is changed to a different code, that is the code for new participants to log in. Room Code refresh time has no effect on the custom room code. The text 'Code' is just a label. It can be renamed to anything or can be removed altogether.
- Toggle Show Room Code on... (to ON) to display room code on the second display connected to the gateway.
- Check the box Always show on wallpaper for Room Code to appear on the gateway screen at all time, when no one is presenting.
- Room Code Refresh Time: Room code changes after a specific interval so that an uninvited participant cannot log in with existing room code. This time interval can be changed by choosing one of the options from the drop-down. This has no effect in case of custom room codes.

5. Set the font size of room code text from the font size drop-down.
6. Select the text alignment within the box from Text Alignment drop-down.
7. Auto resize toggle — when set to ON — ensures that there are no cropped areas in the displayed information. The bounding box is reset as per the size of the text contained. This change is seen on the gateway and not while the template is still being created.


Colors



1. Background color specifies the fill color of the box. Default background color is 'none' and hence the box background is transparent.
2. If opacity is set to 10%, the box background color becomes transparent on main display.
3. Change the font color for text to appear in any other color.
4. Border toggle enables (or disables) border for this element as seen on main display.

Code Popup

This governs the popup containing the room code, seen when a participant tries to login.

- Click and drag  on to the gray area in the center to add the Code Popup box and show it on main display.

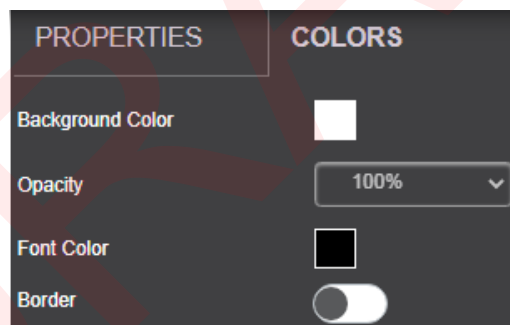
The right pane displays all the properties associated with Code Popup.

Properties



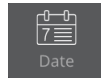
1. Set the font size of Code Popup text from the font size drop-down.
2. Select the text alignment within the box from Text Alignment drop-down.

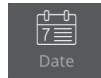
Colors



1. Background color specifies the fill color of the box. Default background color is 'none' and hence the box background is transparent.
2. If opacity is set to 10%, the box background color becomes transparent on main display.
3. Change the font color for text to appear in any other color.
4. Border toggle enables (or disables) border for this element as seen on main display.

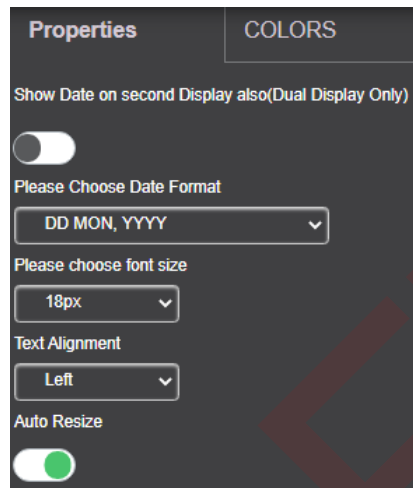
Date



- Click and drag  on to the gray area in the center to add the date box and show it on main display.

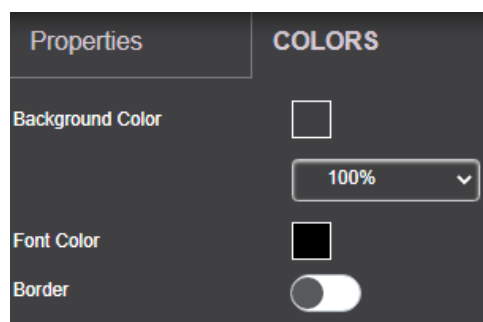
The right pane displays all the properties associated with Date.

Properties



- Date Format: Select a date format:
 - DD MON, YYYY – Date, day, and year
 - MON DD, YYYY – Day, date, and year
 - DD MON – Date and day only
 - MON DD – Day and date
- Set the font size of date text from the font size drop-down.
- Select the text alignment within the box from text alignment drop-down.
- Auto resize toggle — when set to ON — ensures that there are no cropped areas in the displayed information. The bounding box is reset as per the size of the text contained. This change is seen on the gateway and not while the template is still being created.

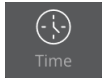
Colors



- Background color specifies the fill color of the box. Default background color is 'none' and hence the box background is transparent.
- If opacity is set to 10%, the box background color becomes transparent on main display.

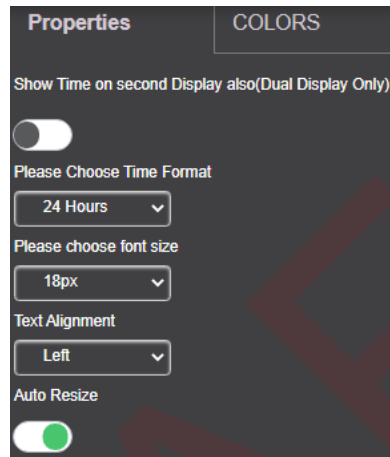
3. Change the font color for text to appear in any other color.
4. Border toggle enables (or disables) border for this element as seen on main display.

Time

- Click and drag  on to the gray area in the center to add the time box and show it on main display.

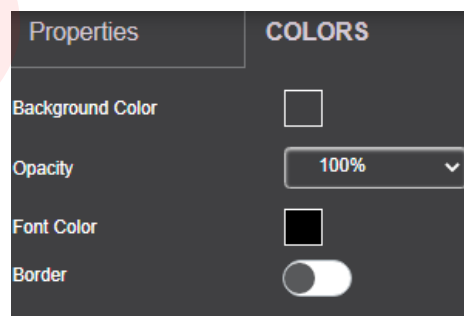
The right pane displays all the properties associated with Time.

Properties



- **Time Format:** Select a time format – from 24 Hours or AM/PM – from the time format drop-down.
- Set the **font size** of time text from the font size drop-down.
- Select the **text alignment** within the box from Text Alignment drop-down.
- **Auto resize** toggle — when set to ON — ensures that there are no cropped areas in the displayed information. The bounding box is reset as per the size of the text contained. This change is seen on the gateway and not while the template is still being created.

Colors



- Background color specifies the fill color of the box. Default background color is 'none' and hence the box background is transparent.
- If opacity is set to 10%, the box background color becomes transparent on main display.
- Change the font color for text to appear in any other color.
- Border toggle enables (or disables) border for this element as seen on main display.

Date & Time



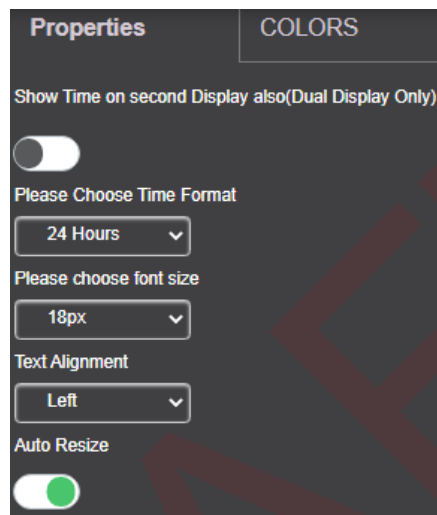
- Click and drag **Date & Time** on to the gray area in the center to add the date & time box and show it on main display.

The right pane displays all the properties associated with Date & Time.



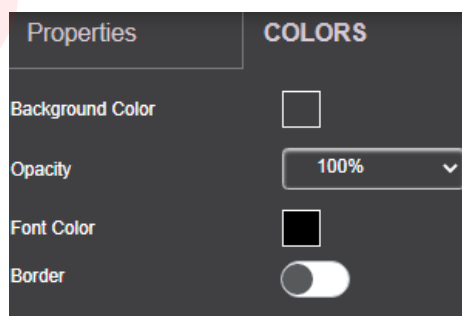
Only time format can be changed through this element.

Properties



- Time Format: Select a time format – from 24 Hours or AM/PM – from the time format drop-down.
- Set the font size of Date & Time text from the font size drop-down.
- Select the text alignment within the box from Text Alignment drop-down.
- Auto resize toggle — when set to ON — ensures that there are no cropped areas in the displayed information. The bounding box is reset as per the size of the text contained. This change is seen on the gateway and not while the template is still being created.

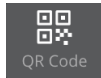
Colors



- Background color specifies the fill color of the box. Default background color is 'none' and hence the box background is transparent.
- If opacity is set to 10%, the box background color becomes transparent on main display.
- Change the font color for text to appear in any other color.
- Border toggle enables (or disables) border for this element as seen on main display.

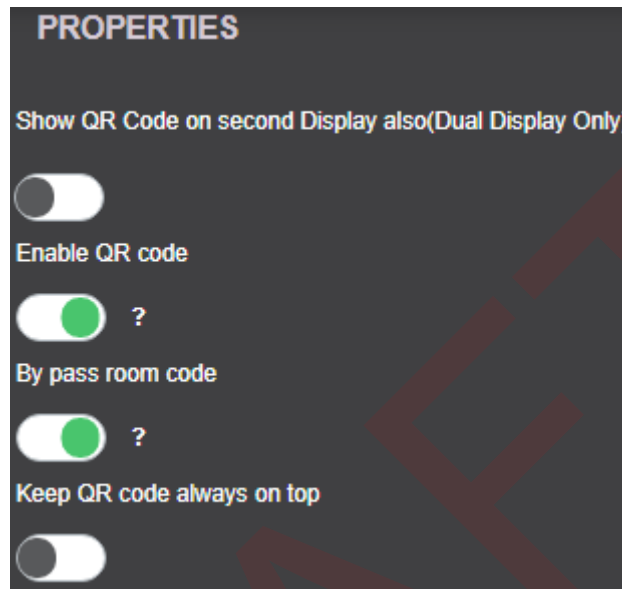
QR Code



- Click and drag  on to the gray area in the center to add a QR Code for mobile clients to scan and login.

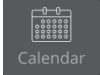
The right pane displays all the properties associated with the QR Code.

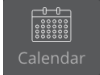
Properties

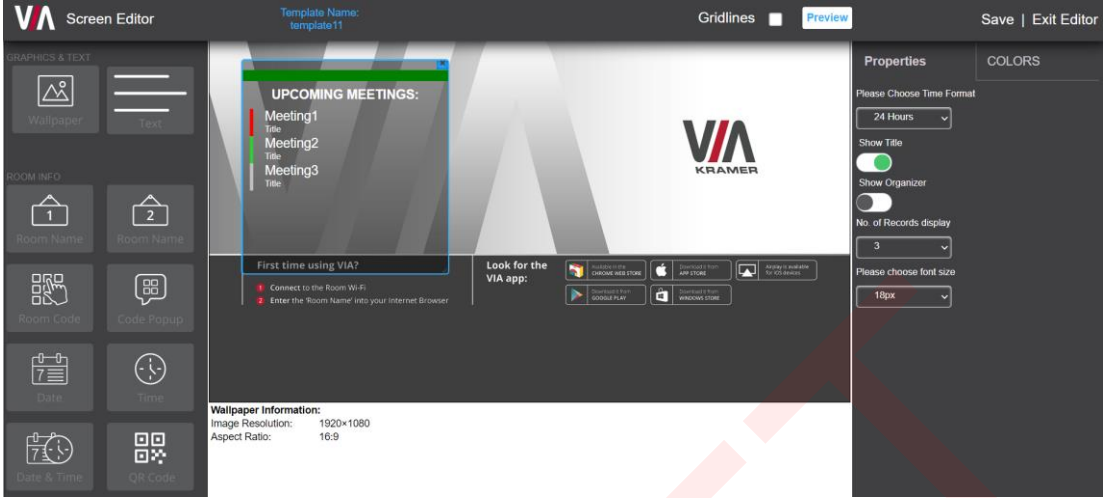


1. Under Show QR Code on second Display also, click **ON** to show the QR Code on both displays, when using dual displays.
2. Click to toggle Enable QR code (to ON) and have the QR code appear on the main display.
3. Click to toggle By pass room code (to ON) and have the mobile clients scan and login to gateway without entering room code.
4. Click to toggle Keep QR code always on top (to ON) for QR Code to appear on top of all presentations and windows.

Calendar

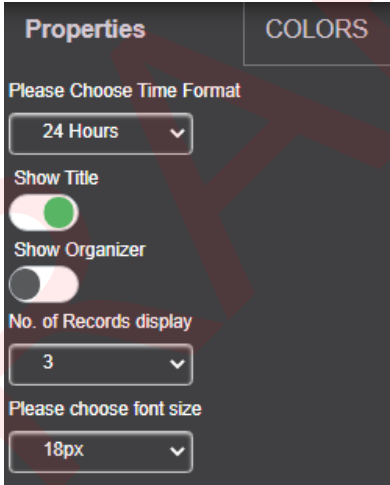


- Click and drag  on to the gray area in the center to add Upcoming Meetings box.




- Right pane displays all the properties associated with the calendar.

Properties



1. To select time format, click **choose time format** and select the hourly format.
2. To show title of a meeting, toggle **Show Title** to ON.
3. To show the organizer, toggle **Show Organizer** to ON.
4. From the drop-down **No. of Records display**, select the number of meetings, scheduled or ongoing, to be displayed.
5. To set the font size of the title and of listed meetings, in **Please choose font size**, click drop-down and select font size between 18px to 48px.

 This feature actives when calendar actives.


Colors

Properties	COLORS
Background Color	<input type="color" value="black"/>
Opacity	<input type="text" value="40%"/>
Meeting Title Font Color	<input type="color" value="white"/>
In Use meetings bar color	<input type="color" value="red"/>
In Use meetings font color	<input type="color" value="white"/>
Available meetings bar color	<input type="color" value="green"/>
Available meetings font color	<input type="color" value="white"/>
Upcoming meetings bar color	<input type="color" value="gray"/>
Upcoming meetings font color	<input type="color" value="white"/>

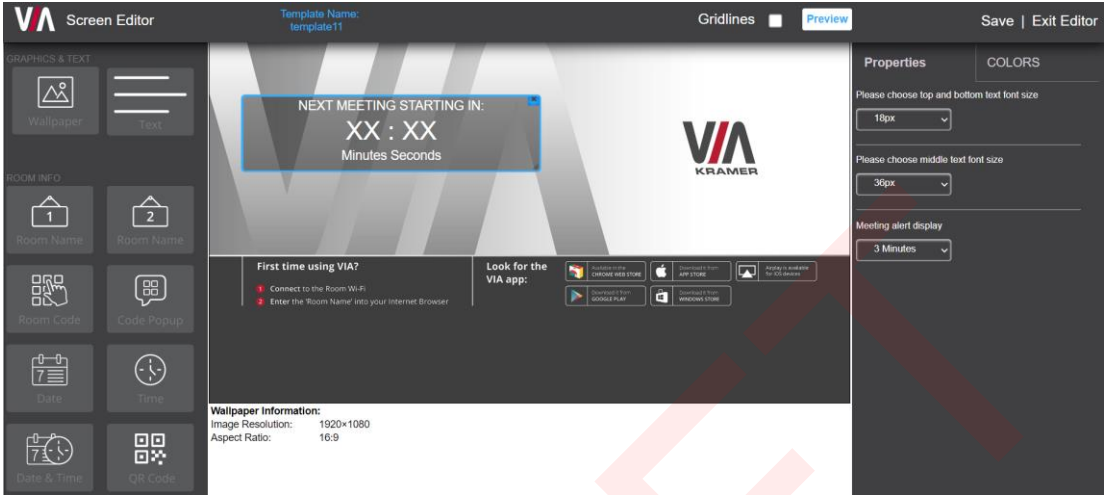
1. In **Background Color** specifies the fill color of the box. Default background color is 'none' and hence the box background is transparent.
2. In **Opacity**, If opacity is set to 10%, the box background color becomes transparent on main display.
3. **Meeting Title Font Color** – Select a color to demarcate the title of meetings.
4. **In Use meetings bar Color** – Select a color for the bar which marks ongoing meetings or events.
5. **In Use meetings font Color** – Select a color to mark **font color** of ongoing meetings or events.
6. **Available meetings bar color** – Select a color for the bar which marks when a gateway or room is available for meetings.
7. **Available meetings font color** – Select a color to mark the **font color** of slot when the gateway or room is available for meetings.
8. **Upcoming meetings bar color** – Select a color for the bar which marks upcoming meetings.
9. **Upcoming meetings font color** – Select a color which marks the **font color** of upcoming meetings.
10. Click **Save**.

Timer



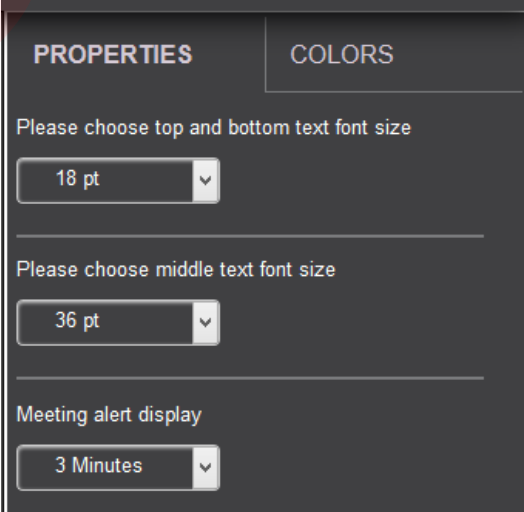
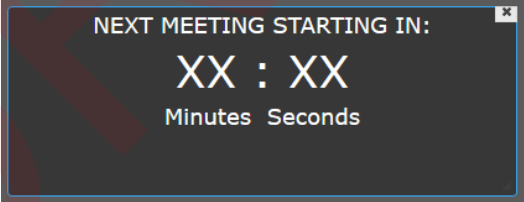
- Click and drag  on to the gray area in the center to add a timer for upcoming meetings and show it on main display.

The right pane displays all the properties associated with the timer.

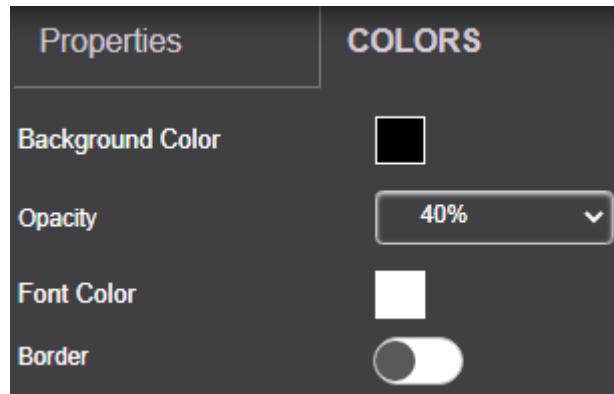


Properties

1. Select the font size for the text NEXT MEETING STARTING IN.
2. Select the font size for the minutes and seconds (XX.XX) counting down to meeting time.
3. Select a font size for the text minutes and seconds.
4. In Meeting alert display, select the time before which the timer appears on main display. The values in the drop-down are in minutes.



Colors



1. Background color specifies the fill color of the box. Default background color is 'none' and hence the box background is transparent.
2. If opacity is set to 10%, the box background color becomes transparent on main display.
3. Change the font color for text to appear in any other color.
4. Border toggle enables (or disables) border for this element as seen on main display.

Register VIA Units

To register VIA units:

1. Click **Gateway Management** → **Register VIA Units**.

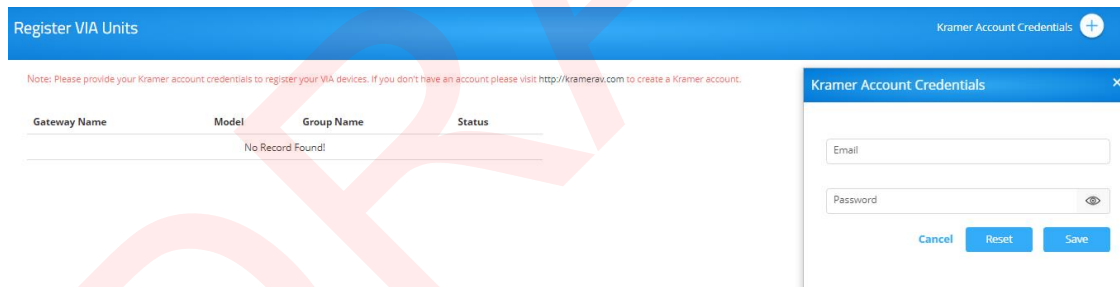


Figure 48: Register VIA Units Window

2. Click **Kramer account credentials**.
3. In **Email** and **Password**, enter your Kramer account credentials to register your VIA devices.
4. Click **Save**.

Calendar Management

Add Calendar Account

VIA Gateway integrates with Office 365®, MS Exchange and Google calendar to flash all meetings and events scheduled for a room. When a resource mailbox (e.g. a room) is created, the Office365 administrator can define the mailbox to be None or Impersonation or Delegate.

Office 365

1. Click **Calendar Management** → **Add Calendar Account**.

Account	Type	Creation Date	Re-Authenticate	Delete
wow@wowvision.xyz	Office365 (Delegate)	2020-07-31 12:38:07		

Figure 49: Office 365 Basic Auth Calendar Account Window

2. Select **Office 365 Basic Auth** from Calendar Type drop-down.
3. Enter Username (type the email address authorized to create a meeting room).
4. Enter in Password.
5. Select the permission type.
6. Click **Test & Save** to check the validity of the calendar account. On success, a message - Connection Successful appears. The gateway starts displaying meeting room information associated with this Office ID. The registered calendar account information appears in the table.
7. To delete calendar, click **delete**.

MS Exchange

VSM supports integration with Microsoft Exchange® Server. When a resource mailbox (e.g. a room) is created, the Exchange® administrator can define the mailbox to be **None** or **Impersonation** or **Delegate**.

When syncing a Microsoft Exchange resource mailbox with VIA calendar there is an option to select if the mailbox type is Impersonation or Delegate.

1. Click **Calendar Management** → **Add Calendar Account**.

Figure 50: MS Exchange Calendar Account Window

2. Select **MS Exchange** from Calendar Type drop-down.
3. In Exchange Server URL, enter the Exchange server URL.
4. In Exchange Version, select an Exchange server version. The listed options are 2010, 2013, and 2016.
5. Enter Username, enter username.
6. Enter Password (enter password for the resource mailbox to be synced).
7. In Permission Type, select **Impersonation** or **Delegate** or **None**. Contact your Exchange Administrator to identify Delegate or Impersonation for your resource mailbox.
8. Click **Test & Save** to test if the details entered by you are correct. Once verified, it synchronizes the calendar account with VIA Calendar. The registered calendar account information appears in the table.

Google Calendar

VIA Gateway integrates with Google Calendar to flash all meetings and events scheduled for a room.

1. Click **Calendar Management** → **Add Calendar Account**.
2. In Calendar Type, select **Google**.

Calendar Account

Calendar Type
Google

[Click here to get code](#)

Please enter the code.

[Save Calendar](#)



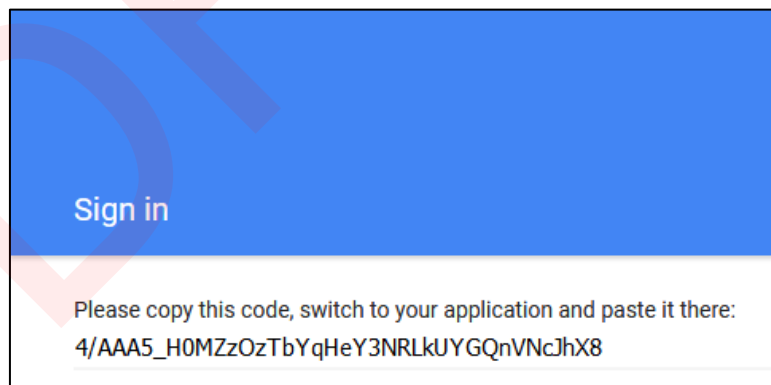
Account	Type	Creation Date	Re-Authenticate	Delete
wow@wowvision.xyz	Office365 (Delegate)	2020-07-31 12:38:07		

Figure 51: Google Calendar Account Window

3. Click **Click here to get code**.
4. Sign-in with the Google account where a shared space calendar was created.
5. Allow access to event board.
6. Copy the code from the sign in screen as shown below.



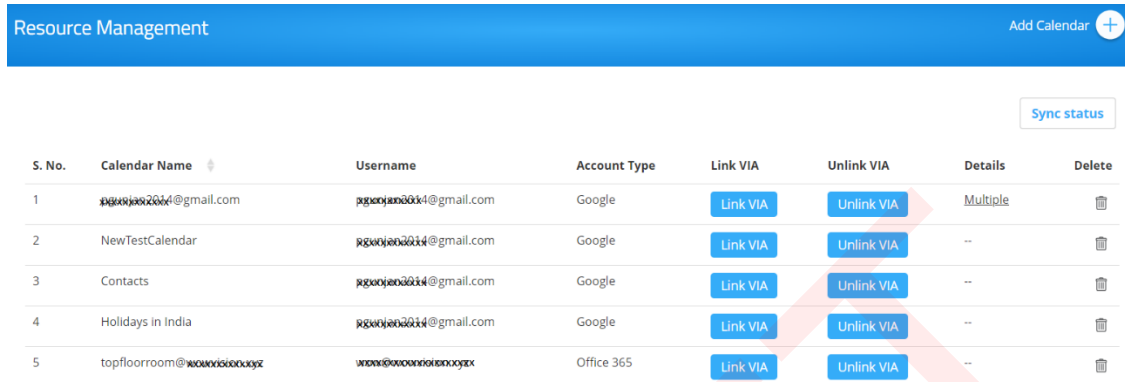
7. In **Please enter the code**, enter the code.
8. Click **Save Calendar**. The registered calendar account information appears in the table.
9. To delete calendar, click **Delete**.
10. To re authenticate any account changes, click **Re-Authenticate**.
11. To delete account, click **Delete account**. You cannot delete an associated account with any gateway (link VIA).

Calendar Management

This option helps VSM link a VIA gateway with the calendar added in previous section.

1. Click **Calendar Management** → **Resource Management**.

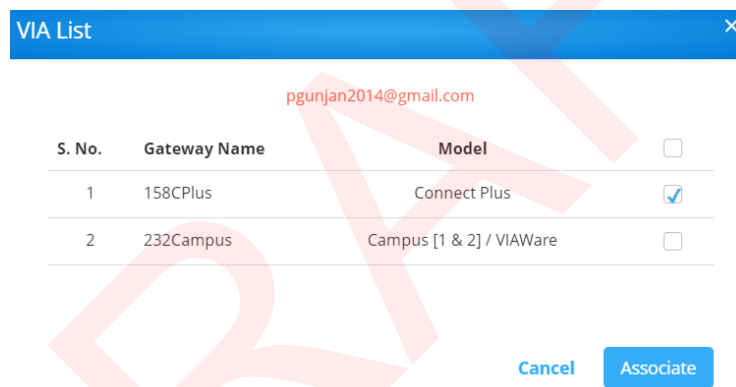
The Resource Management window appears.



S. No.	Calendar Name	Username	Account Type	Link VIA	Unlink VIA	Details	Delete
1	pgunjan2014@gmail.com	pgunjan2014@gmail.com	Google	Link VIA	Unlink VIA	Multiple	
2	NewTestCalendar	pgunjan2014@gmail.com	Google	Link VIA	Unlink VIA	--	
3	Contacts	pgunjan2014@gmail.com	Google	Link VIA	Unlink VIA	--	
4	Holidays in India	pgunjan2014@gmail.com	Google	Link VIA	Unlink VIA	--	
5	topfloorroom@xxxxxxxxxxxxxx	xxxxxxxxxxxxxx	Office 365	Link VIA	Unlink VIA	--	

Figure 52: Resource Management Window

2. Click **Link VIA**.



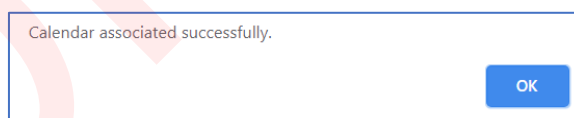
VIA List ×

pgunjan2014@gmail.com

S. No.	Gateway Name	Model	<input type="checkbox"/>
1	158CPlus	Connect Plus	<input checked="" type="checkbox"/>
2	232Campus	Campus [1 & 2] / VIAWare	<input type="checkbox"/>

Cancel Associate

3. Select the VIA gateway(s) to link with and click **Associate**. Below alert appears.



Calendar associated successfully.

OK

4. Click **OK**.
5. In **Details column**, associated gateway name appears.

Resource Management Add Calendar +

[Sync status](#)

S. No.	Calendar Name	Username	Account Type	Link VIA	Unlink VIA	Details	Delete
1	XXXXXXXXXX@gmail.com	XXXXXXXXXX@gmail.com	Google	Link VIA	Unlink VIA	Multiple	
2	NewTestCalendar	XXXXXXXXXX@gmail.com	Google	Link VIA	Unlink VIA	--	
3	Contacts	XXXXXXXXXX@gmail.com	Google	Link VIA	Unlink VIA	--	
4	Holidays in India	XXXXXXXXXX@gmail.com	Google	Link VIA	Unlink VIA	--	
5	topfloorroom@XXXXXXXXXX	XXXXXXXXXX	Office 365	Link VIA	Unlink VIA	--	

6. In **Details** column, if multiple gateways are associated with single calendar name, then **Multiple** as a header appears.

Resource Management Add Calendar +

[Sync status](#)

S. No.	Calendar Name	Username	Account Type	Link VIA	Unlink VIA	Details	Delete
1	XXXXXXXXXX@gmail.com	XXXXXXXXXX@gmail.com	Google	Link VIA	Unlink VIA	Multiple	
2	NewTestCalendar	XXXXXXXXXX@gmail.com	Google	Link VIA	Unlink VIA	--	
3	Contacts	XXXXXXXXXX@gmail.com	Google	Link VIA	Unlink VIA	--	
4	Holidays in India	XXXXXXXXXX@gmail.com	Google	Link VIA	Unlink VIA	--	
5	topfloorroom@XXXXXXXXXX	XXXXXXXXXX	Office 365	Link VIA	Unlink VIA	--	

7. Click **Multiple**. The below window appears and shows associated gateways.

Linked VIA ×

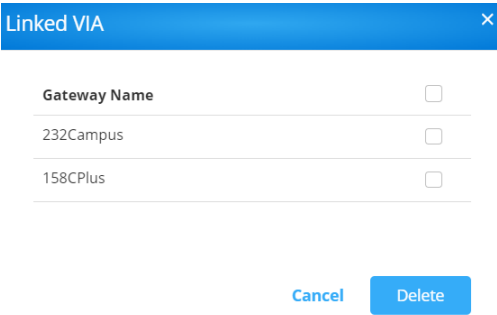
Gateway Name

[Cancel](#)

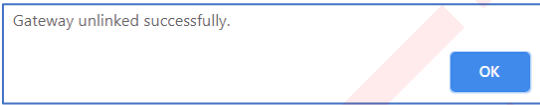
Unlink VIA

This option helps VSM unlink a VIA gateway with the calendar added in previous section.

- 1. Click **Unlink VIA**.



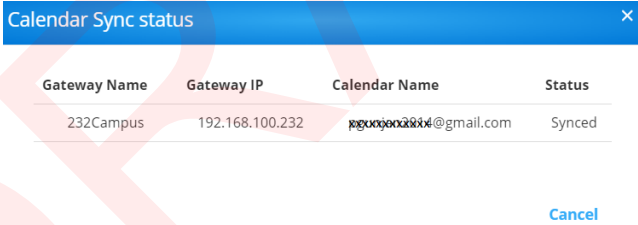
- 2. Select the calendars to unlink and click **Delete**. Below alert is prompted.



- 3. Click **OK**.

Sync Status

- 1. Click **Sync Status** to display which gateways have synced with the associated calendar and which have not.
- 2. Click **Cancel** to close the window.



VSM Management


Modify VSM Home Page

Using this option user can modify logo and logo URL.

1. In the VSM homepage, to Show DNS Name in place of gateway name, select the **Show DNS Name in place of gateway name** check box.

Modify VSM Home Page

Logo Settings



Upload Logo

Logo dimensions must be 160 x 47px.
Please upload JPG/JPEG, GIF and PNG image file.
Max size allowed is 2 MB.

Logo URL

Update

DNS Settings

Show DNS Name in place of gateway name

HTML

```
<?php
//getting session values
use Zend\Session\Container;
use Webapp\Controller\ApplicationController;
$this->session = new Container('userinfo');
$appObj = new ApplicationController();

?>
<style>
/* titillium-web-regular - latin */
@font-face {
font-family: 'Titillium Web';
font-style: normal;
font-weight: 400;
src: url(<?php echo $this->basePath('public/fonts/titillium/titillium-web-v8-latin-regular.eot');?>); /* IE9 Compat Modes */
src: local('Titillium Web Regular'), local('TitilliumWeb-Regular');
```

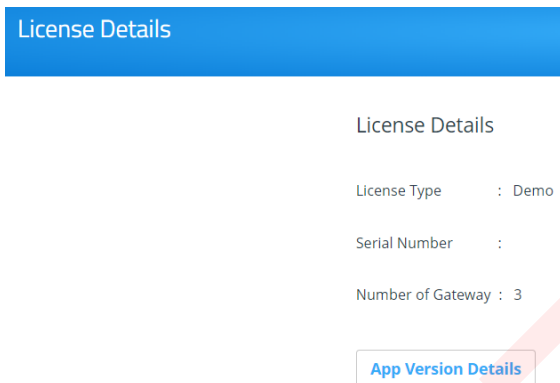
Update Preview Reset to Default

2. To modify HTML, in **HTML**, enter code in HTML.
3. To change logo, in **Logo Settings**, click **Upload Logo** and select the respective logo.
4. To change logo URL, in **logo URL**, enter logo URL and click **Update**.
5. Click **Preview**. An updated homepage preview appears.
6. Click **Update**.
7. To rollback changes in VSM homepage, click **Reset to Default**.

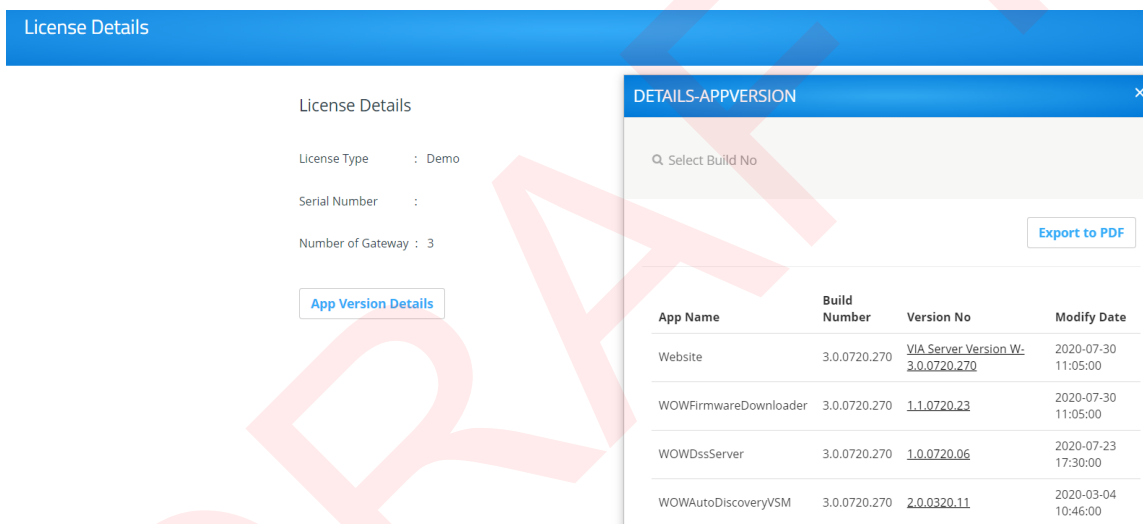
License Details

Using this option user can view license and app version details.

1. Click **VSM Management** → **License Details**.



2. Click **App Version Details**.



3. Click **Export to PDF** to export this version table as an easily shareable PDF format.

Settings

Using this option user can set VSM session timeout, captcha and VIA Discovery settings.

1. Select **time duration** in **VSM Settings** -> **Session** -> **Session Timeout**, to auto log out session.
2. To auto generated gateway ID, slide on **Auto Generated Gateway ID**.
3. To set auto log out session Frequency Alert, select **time duration**.

Settings

SESSION

SECURITY

VIA DISCOVERY

Session

Session Timeout

24 Hours

Auto Generated Gateway ID

- In Security, to enable or disable captcha on VSM Login page, in Captcha, set slider **ON** or **OFF**.

Settings

SESSION

SECURITY

VIA DISCOVERY

Captcha

Enable or Disable captcha for web admin login.

Password Policy

Settings designated below will be enforced for created user accounts.

Alphanumeric

At least one special character

At least one capital letter

Password length

4

Apply

- In Password Policy, select the appropriate options you want to apply:
 - Alphanumeric
 - At least one special character
 - At least one capital letter
 - Password length.
- Click **Apply**.
- Click **VIA Discovery** tab.

Settings

SESSION

SECURITY

VIA DISCOVERY

VIA Discovery Service

VIA discovery server connectivity

VSM Server DNS name: 192.168.100.45

Set VIA Settings

Note: Please import gateways with mac address or add manually.

- If VIA Discovery Service is on, below window appears.

Settings

SESSION
SECURITY
VIA DISCOVERY

VIA Discovery Service

VIA discovery server connectivity
VSM Server DNS name: 192.168.100.45

[Set VIA Settings](#)

Note: Please import gateways with mac address or add manually.

9. Click **Set VIA Settings**.

10. Select VIA features you want to control from VSM or from Gateway.

Set VIA Settings

All From VIA Site Management All From Gateway

Screen Editor	<input checked="" type="radio"/> From VIA Site Management	<input type="radio"/> From Gateway
VIA Settings	<input checked="" type="radio"/> From VIA Site Management	<input type="radio"/> From Gateway
Digital Signage	<input checked="" type="radio"/> From VIA Site Management	<input type="radio"/> From Gateway
Calendar Settings	<input checked="" type="radio"/> From VIA Site Management	<input type="radio"/> From Gateway

[Apply](#)

(A sidebar menu on the left shows a tree structure with items like prvn1, child1, child1-1-1, child1-2, child2, child2-1, child2-2, child2-3.)

11. Click **Apply**.

Firmware Management

- VSM will push version 3.0/ 2.5/ 2.4 on gateway version 2.3.0418.960 and above.
- VIA allows schedule of firmware only after verifying if the gateway has enough space.
- Only .zip files can be uploaded, after upload the files will turn into respective .exe or .rpm or .deb files for different models of the VIA.
- If firmware download process is interrupted for some reason, download will start from the interrupted state rather than starting a fresh download.

Upload Firmware

Using this option user can upload new firmware. New uploaded Firmware on server is silently downloaded in the background on the VSM. Once download completes, authorized users receive alerts for Updated Firmware.

1. Click **Firmware Management** → **Upload Firmware**.
2. Click **Browse File** and select the file.
3. Click **Upload**.
4. Firmware not scheduled for an update can be deleted by clicking **Delete**.



VIA firmware files are password protected ZIP files. It is NOT necessary to unzip the file first - please upload the encrypted file.

Upload Firmware

Upload new firmware package

VIA firmware files are password protected zip files. It is not necessary to unzip the file first.

Browse File
Upload

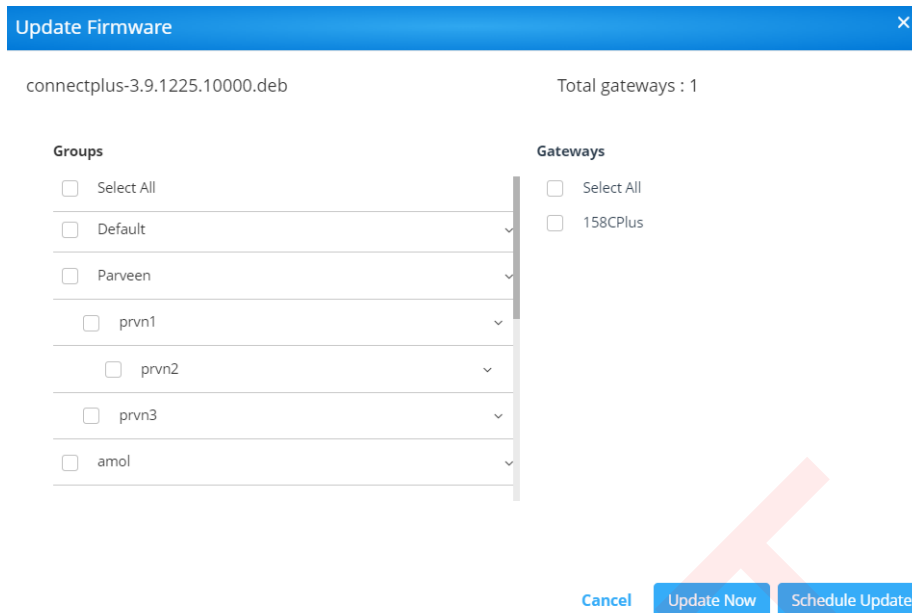
S. No.	Firmware Name	Date & Time	Delete	Schedule Firmware
1	connectplus-3.9.1225.10000.deb	2020-07-31 16:20:21	🗑️	🕒
2	campus-3.9.1225.10000.exe	2020-07-31 16:20:21	🗑️	🕒
3	connectpro_23-3.9.1225.10000.rpm	2020-07-31 16:20:20	🗑️	🕒

Figure 53: Upload Firmware Window

To schedule firmware:

1. Click 🕒 . \

The below window appears.



2. Select respective **Groups** and **Gateways**.
3. To push and instant update, click **Update Now**.
4. To update at a specified time, click **Schedule Update**.

Scheduled Updates

This option shows scheduled firmware updates to the gateways.

1. Click **Firmware Management** → **Scheduled Updates**.

Scheduled Updates					
Schedule Name	Package Name	Start Date	End Date	Status	Delete
No records found.					

2. click the respective schedule name to see details.
3. To delete a specific gateway firmware update, select the respective schedule name and click **Delete**.

Alert Management

- The Alert List lists all the alerts that have been created on this VSM.
- Users can edit and delete only the alerts created by them.
- For alerts created by other users, the only available options are to set them.
- Alert list shows the alert type and their threshold value, among other details.
- As per the rules of this threshold, the user receives an email if the threshold value is exceeded.
 - For CPU usage, alert emails are sent every 2 minutes.
 - For Hard disk usage, email is sent every 6 hours.
 - If VIA unit is unreachable, alert emails are sent every 15 minutes.

Add Alert

Using this option user can add alerts.

1. Click **Alert Management** → **Add Alert**.

The screenshot shows the 'Alert List' interface with a table of existing alerts and an 'ADD ALERT' modal form. The table has columns for Alert Type, Min. Value (%), Description, Start Date, and End Date. The modal form has fields for Alert Type (with a checkbox for 'Hard Drive Storage'), Min. Value (%) (with a dropdown menu), Start Date, End Date, and Description. There are 'Cancel' and 'Create' buttons at the bottom of the modal.

Alert Type	Min. Value (%)	Description	Start Date	End Date
VIA Unreachable		Alerts will be sent when VIA is out of network or Power off		
New Firmware		Alerts will be sent when new firmware is available for the selected VIA gateways.		
Hard Drive Storage	40	No End date	2020-07-31	

2. In the field Alert Type, select **Hard Disk Usage**.
3. In Min Value %, select a value between 20 to 100.
4. Enter Start Date.
5. Enter End Date.
6. Enter Description.
7. Click **Create**.

Alert List

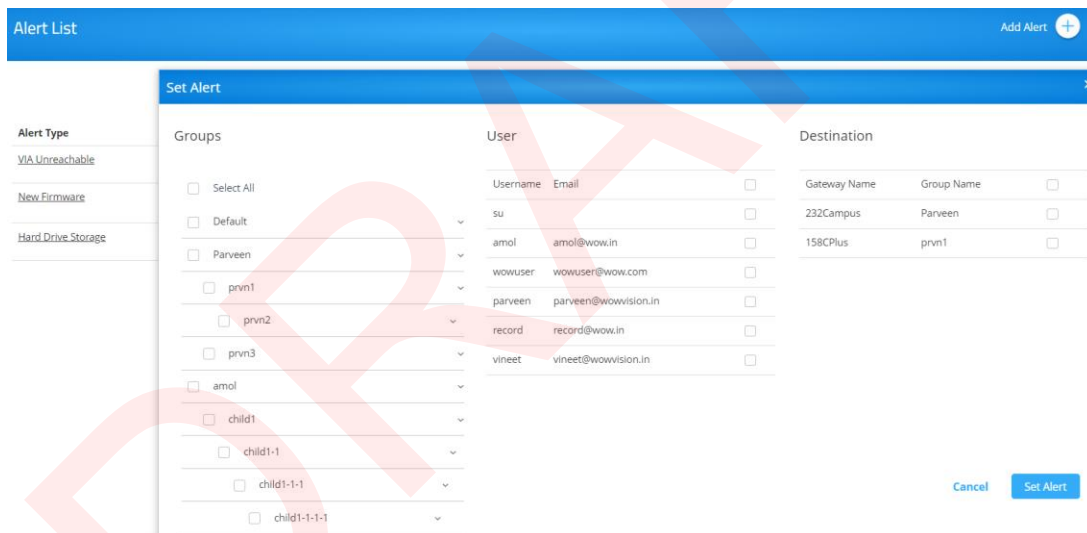
This displays all the created and predefined alerts. **VIA Unreachable** and **New Firmware** are predefined alerts.

1. Click **Alert Management** → **Alert List**.
2. Click **Set** against an alert type.



Alert Type	Min. Value (%)	Description	Start Date	End Date	Created By	Edit	Delete	Set Alert
VIA Unreachable		Alerts will be sent when VIA is out of network or Power off			su			Set
New Firmware		Alerts will be sent when new firmware is available for the selected VIA gateways.			su			Set
Hard Drive Storage	40	No End date	2020-07-31		parveen			Set

3. Select a Group of gateways from the left.
4. Select the Users who are to receive this alert type.
5. Select the Destination gateways for this alert type.
6. Click **Set Alert**.



Alert List Add Alert +

Export to CSV

Set Alert ×

Alert Type	Groups	User	Destination
VIA Unreachable	<input type="checkbox"/> Select All	Username Email	Gateway Name Group Name
New Firmware	<input type="checkbox"/> Default	su	232Campus Parveen
Hard Drive Storage	<input type="checkbox"/> Parveen	amol amol@wow.in	158CPlus prvn1
	<input type="checkbox"/> prvn1	wowuser wowuser@wow.com	
	<input type="checkbox"/> prvn2	parveen parveen@wowvision.in	
	<input type="checkbox"/> prvn3	record record@wow.in	
	<input type="checkbox"/> amol	vineet vineet@wowvision.in	
	<input type="checkbox"/> child1		
	<input type="checkbox"/> child1-1		
	<input type="checkbox"/> child1-1-1		
	<input type="checkbox"/> child1-1-1-1		

Cancel Set Alert

7. Updated alert has been added and is assigned to all users, authorized to receive alerts, by default. An email is sent to the user through which user can activate or deactivate an alert for a specific duration.
8. In Alert List, to see Alert Details, click **Alert Type**. The alerts applied to the respective users and gateways appears.

Alert Type	Min. Value (%)	Description
VIA Unreachable		Alerts will be sent when VIA is out
New Firmware		Alerts will be sent when new firmw selected VIA gateways.
Hard Drive Storage	40	No End date

Alert Going To	Email	
:wowuser	:wowuser@wow.com	<input type="checkbox"/>
:parveen	:parveen@wowvision.in	<input type="checkbox"/>
158CPlus (IP: 192.168.100.158)		<input type="checkbox"/>

9. To disable receive gateway alerts, select a gateway and click **Delete**.

10. To edit an alert, in Alert List, click **Edit**.

11. In Edit Alert, update required fields:

UPDATE ALERT

Min.Value(%)
40
When the value reaches this level an alert will be triggered

Start Date
2020-07-31

End Date

Description
No End date

Cancel Update

12. Click **Update**.

13. To delete an alert, in Alert List, click **Delete**.

Suppress Alert

When an alert is sent to users, users receives below email with link.

```
Hi
Your VIA device FC20-2955 is unreachable.
https://192.168.11.11/activateDeactivateAlert.php?alertId=
Thanks
VSM Server
```

Users can click this link to launch an Activate/ Deactivate alert page.

1. Click the link in the alert email.
2. Click inside the form field Alert End Date Time.
3. Select a date and time.
4. Click **Add** to suppress the alert till selected date and time. Alerts stop coming the moment you click **Add**.
5. Click **Reset** to clear the field and select a new date and time.

SMTP Configuration

This feature is used to configure the email account with the SMTP server to receive alerts.

1. Click **Alert Management** -> **SMTP Configuration**.

SMTP Configuration

Mailer Name
WOWVision

Host
smtpout.secureserver.net

Port
465

Mailer Auth

Username
c8130309007@wow-vision.com

Password

From Mail
c8130309007@wow-vision.com

2. In SMTP Configuration, enter the information into all fields.
3. Click **Save**.
4. To check validity of the link, click **Mailer Auth**. The user receives below email.

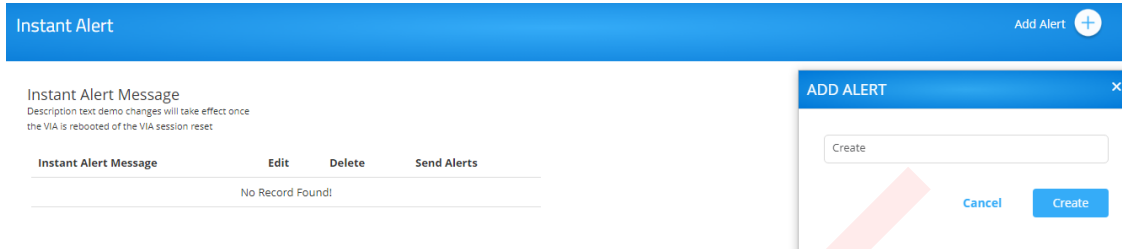
```
This is a test mail.  
SMTP configuration set successfully.  
Regards,  
Support Team
```

5. To test email validity, click **Test Mail**.
6. To reset configuration, click **Reset**.
7. To update configuration in future, click **Update**.

Instant Alert

Using this option user can add alerts.

1. Click **Alert Management** → **Instant Alert**.
2. Click **Add Alert**.



3. In the Create field, type in the message to appear in the Instant Alert Message to flash across all gateway screens.
4. Click **Create**.
5. To configure Instant Alert Message, click the respective Instant Alert Message. The below window appears.



- a. Select gateway group from left.
 - b. Select gateways from table in the right.
 - c. Select the time for which the alert is to stay on gateway screen against Flash Duration.
 - d. Click **Blinking** to have the alerts appear and disappear on the gateway screen in quick succession.
 - e. Click **Send Alert** to send an alert on all gateways instantaneously.
6. Click on the alert message to view gateways which are to receive this alert.

Recording

Recording List

Using this option user can download or delete recording.

This feature deletes the selected recording from VSM. The gateways must be added to the VSM first. Below steps are to be performed before the recordings can be stored on VSM.

- 1. To download recordings, click **Download**.
- 2. To edit the recording description, click **Edit**.

The screenshot shows a web interface for 'Recording List'. At the top is a blue header with the text 'Recording List'. Below the header is a search bar with the placeholder text 'Search by User or Session name'. Underneath the search bar, it says 'Total number of user found: 0'. Below that is a table with the following headers: 'Session Name', 'Description', 'User', 'Gateway Name', 'Download', 'Edit', and 'Delete'. The table body is empty, and a message 'No Record Found!' is displayed below the table headers.

Session Name	Description	User	Gateway Name	Download	Edit	Delete
No Record Found!						

Digital Signage

VSM enables you to configure digital signage on any VIA Gateway. The Digital Signage feature enables you to use VIA to display dynamic content and information on the main display when there is no meeting in progress. Use a predefined template or create your own display configuration with up to three frames of content that appear simultaneously. Then, schedule campaigns (contact configurations) to run automatically at specific dates and times.

Configuring digital signage includes the following steps:

- Creating and Uploading Digital Signage Media
- Adding Fonts to Digital Signage
- Adding Digital Signage Templates
- Configuring a Digital Signage Campaign
- Managing Digital Signage License

Manage Content

VSM enables you to create a library of media content to be displayed through the digital signage feature. The types of media that can be displayed are:

- URL – Live web page.
- Scrolling Text – Custom text message that scroll across the screen.
- Image – Static image (allowed file extensions: jpg, jpeg, bmp, gif, png).
- Video (allowed file extensions: avi, mpeg, wmv, mpg, mov, vob, mkv, mp4, m4v).
- RSS feed –Live RSS feed.

To create and upload digital signage media:

1. Click **Digital Signage > Manage Content** on the navigation pane.
2. The Manage Content page appears.

Existing Media	Type	Status	Edit	Delete	Preview/Download
.vsf	Scroller	In Use			
Saurabh.vsf	Scroller	In Use			
sahil.vsf	Scroller	In Use			
Sahil_rss.rss	RSS	In Use			
Saurabh_url.vurl	Web URL	In Use			
Tom & Jerry in italiano Anno nuovo, stesso duo WB Kids.vurl	Web URL	In Use			
Afghan Jalebi.wmv	Media Video	In Use			
16 Havent Met You Yet.m4v	Media Video	In Use			
?????.mp4	Media Video	In Use			
nature_0041_180545.png	Media Photo	In Use			
.rss	RSS	In Use			
File Name.vurl	Web URL	In Use			

3. Create and upload media, as required:

- Adding Web URL
- Creating Scrolling Text
- Uploading Media Files
- Adding RSS Feed

Add Web URL

To add web URL, in Manage Content

1. Click Add Content >> Web URL.
The Web URL window appears.

The screenshot shows the 'Manage Content' interface. At the top, there's a blue header with 'Manage Content' and 'Add Content' (+). Below the header, it says 'Create your library of content that will serve you throughout the digital signage setting process'. A table shows 'Existing Media' with one record: 'Google tools.vurl' of type 'Web URL' and status 'Not in Use'. An 'Add Content' modal window is open, showing tabs for 'Scroller', 'RSS', 'Web URL', and 'Media'. The 'Web URL' tab is active, with a 'Please enter a Web URL' prompt. The 'URL' field contains 'https://skillshop.withgoogle.com/' and the 'File Name' field contains 'Google tools'. There is an unchecked 'Auto Refresh' checkbox and a 'Note' below it: 'Check this if you want to show unfrozen content. Such as moving slides, videos and more'. 'Cancel' and 'Create' buttons are at the bottom right of the modal.

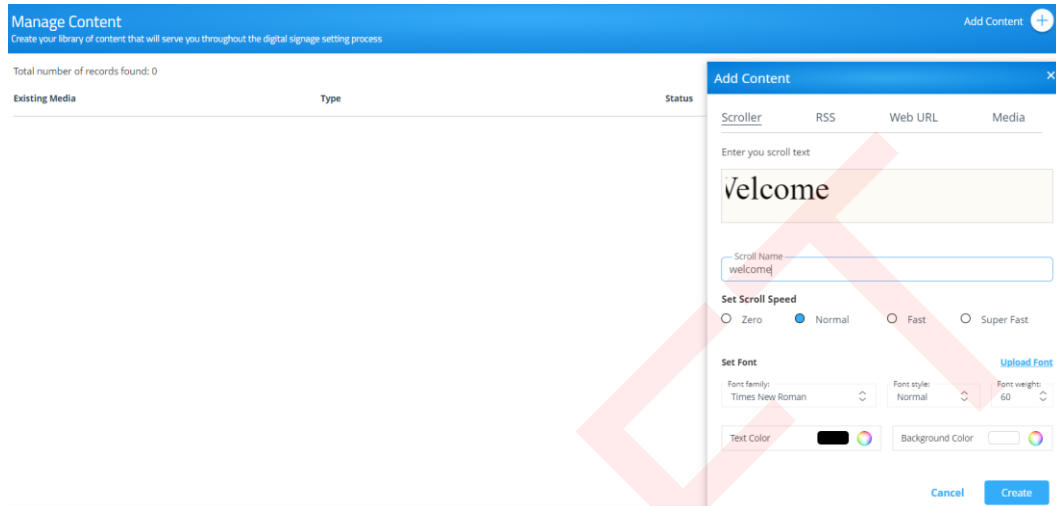
2. Type the URL address and File Name and click **Create**. The new URL is added to the Existing Media list.
3. Select the **Auto Refresh** checkbox to display a URL with dynamic content.
4. Clear the Auto Refresh checkbox to display a URL as a static page.

Create Scrolling Text

To create scrolling text

1. Click **Digital Signage > Manage Content** on the navigation pane.
2. Click **Add Content > Scroller**.

The Scroller window appears.

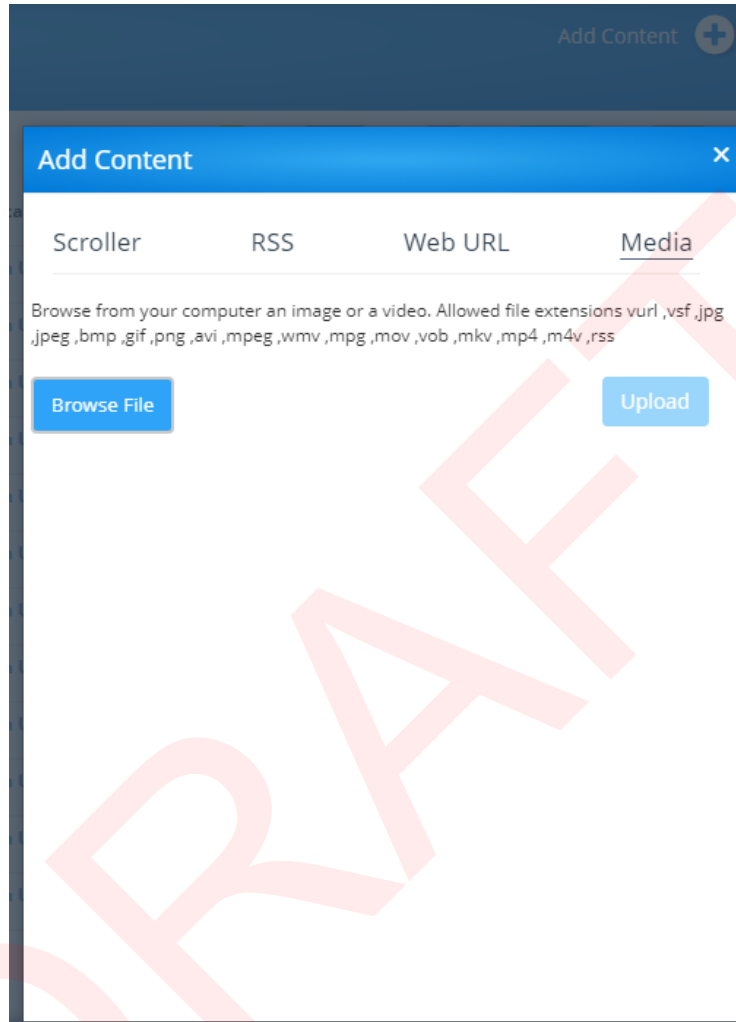


3. Type the text to be displayed in the box at the top of the window.
4. Type a name for the Scroller in the **Scroll Name** text box.
5. In the **Set Scroll Speed** field, select the scrolling speed. Select Zero for speed to create a static text display that does not scroll.
6. In the **Set Font** field:
 - a. Font Family – to pick font type
 - b. Font Style – to pick font style as: Normal, Italic, Bold or Bold Italic
 - c. Font Weight – to pick font size
 - d. Upload Font – to upload a new font.
 - e. Text Color – to pick the text color.
 - f. Background Color – to pick the background color.
7. Click **Create**.
The new Scroller is added to the Existing Media list.
8. The following variables can be entered into the text field:
 - #airplayname# – Displays the airplay name.
 - #roomname# – Displays the room name/code for joining into the meeting.
 - #appass# – Displays the Access Point password.
 - #apname# – Displays the Access Point name.
 - #ipaddress1# – Displays the IP address for the primary network.
 - #ipaddress2# – Displays the IP address for the second network, if in use.

Upload Media Files

To upload Media Files:

1. Click **Digital Signage > Manage Content** on the navigation pane.
2. Click **Add Content > Media**.



3. Click **Browse File**.
A file browser window appears.
4. Select an image or video file and click **Open**.
5. Click **Upload**,
The file is added to the Existing Media list.

Add RSS Feed

To add RSS Feed:

1. Click **Digital Signage > Manage Content** on the navigation pane.
2. Click **Add Content >> RSS**.

The RSS window appears.

3. Under **Insert RSS URL**, enter the RSS feed URL address.
4. Click **Get tags**. The Select a tag drop-down list appears.
5. Under the **RSS Name**, enter the name that will appear on the Existing Media list.
6. In the **Set Scroll Speed** field, select the scrolling speed. Select Zero for speed to create a static text display that does not scroll.
7. In the **Display Style**, select the RSS feed to be displayed as One by One or with Delimiters.
8. In the **Set Font** field:
 - a. Font Family – to pick font type
 - b. Font Style – to pick font style as: Normal, Italic, Bold or Bold Italic
 - c. Font Weight – to pick font size
 - d. Upload Font – to upload a new font.
 - e. Text Color – to pick the text color.
 - f. Background Color – to pick the background color.
9. Click **Create**. The RSS feed is added to the Existing Media list.

DSS Management

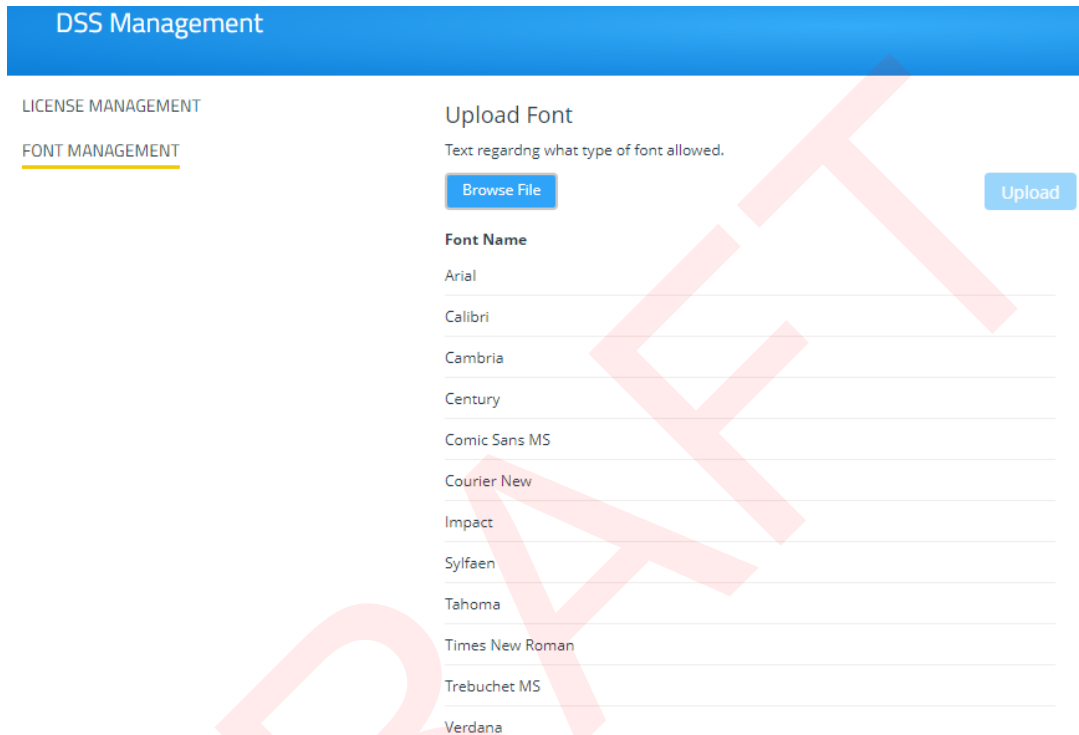
Font Management

1. Click **Digital Signage > DSS Management** on the navigation pane.

The DSS Management page appears.

2. Click **Font Management**.

The Font Management tab appears.



The screenshot shows the 'DSS Management' interface. At the top, there is a blue header bar with the text 'DSS Management'. Below this, there are two tabs: 'LICENSE MANAGEMENT' and 'FONT MANAGEMENT', with 'FONT MANAGEMENT' being the active tab. The main content area is titled 'Upload Font' and includes a text field for 'Text regarding what type of font allowed.' and two buttons: 'Browse File' and 'Upload'. Below the text field, there is a list of font names: Arial, Calibri, Cambria, Century, Comic Sans MS, Courier New, Impact, Sylfaen, Tahoma, Times New Roman, Trebuchet MS, and Verdana.

3. Click **Browse File**.

A file browser appears.

4. Open the relevant font file and click **Upload**.

The new font is installed on VIA Campus and can be used for Digital Signage.

License Management

Port 443 must be enabled before activating a Digital Signage license.

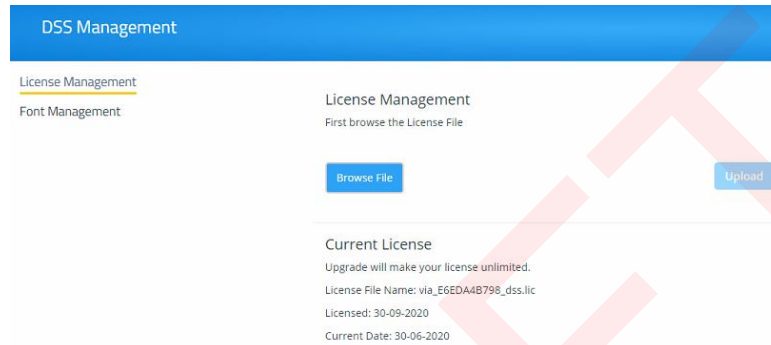
To activate your permanent Digital Signage license:

1. Click **Digital Signage > DSS Management** on the navigation pane.

The DSS Management page appears.

2. Click **License Management**.

The License Management tab appears.



3. Click **Browse File**.

A file browser appears.

4. Open the relevant license file.

5. Click **Upload**.

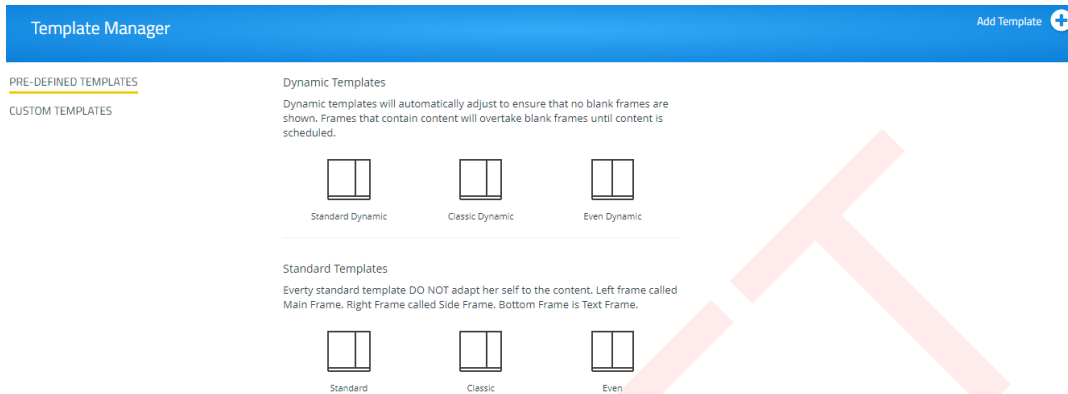
The license is installed on VIA Campus and license information appears at the bottom of the page.

Template Manager

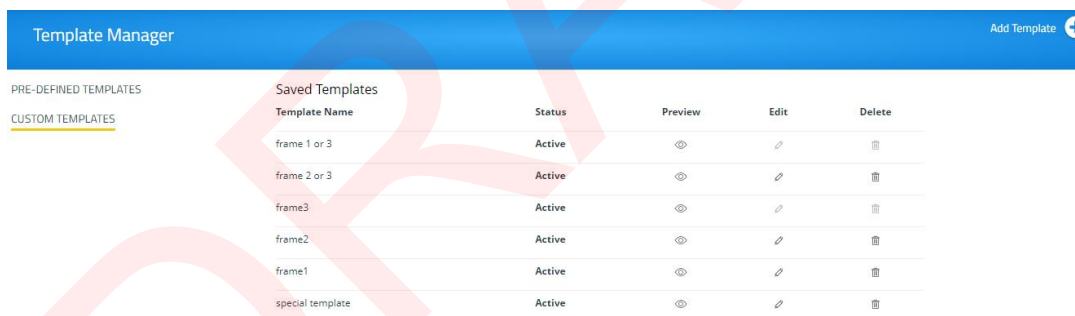
VIA Campus enables you to preview, edit, delete and add digital signage templates. To add a digital signage template:

1. Select **Digital Signage > Template Manager** on the navigation pane.

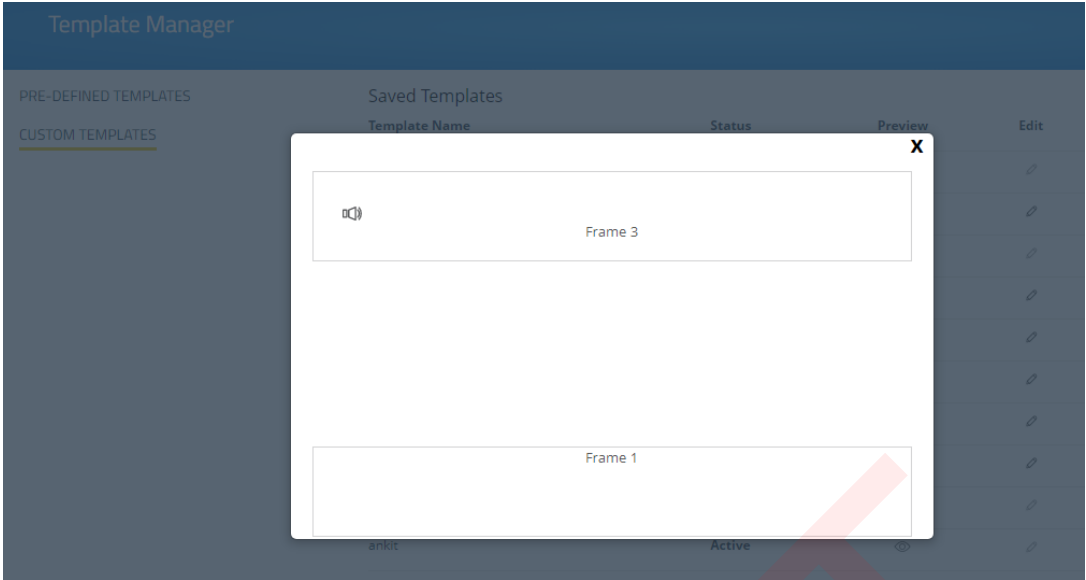
The Template Manager page appears.



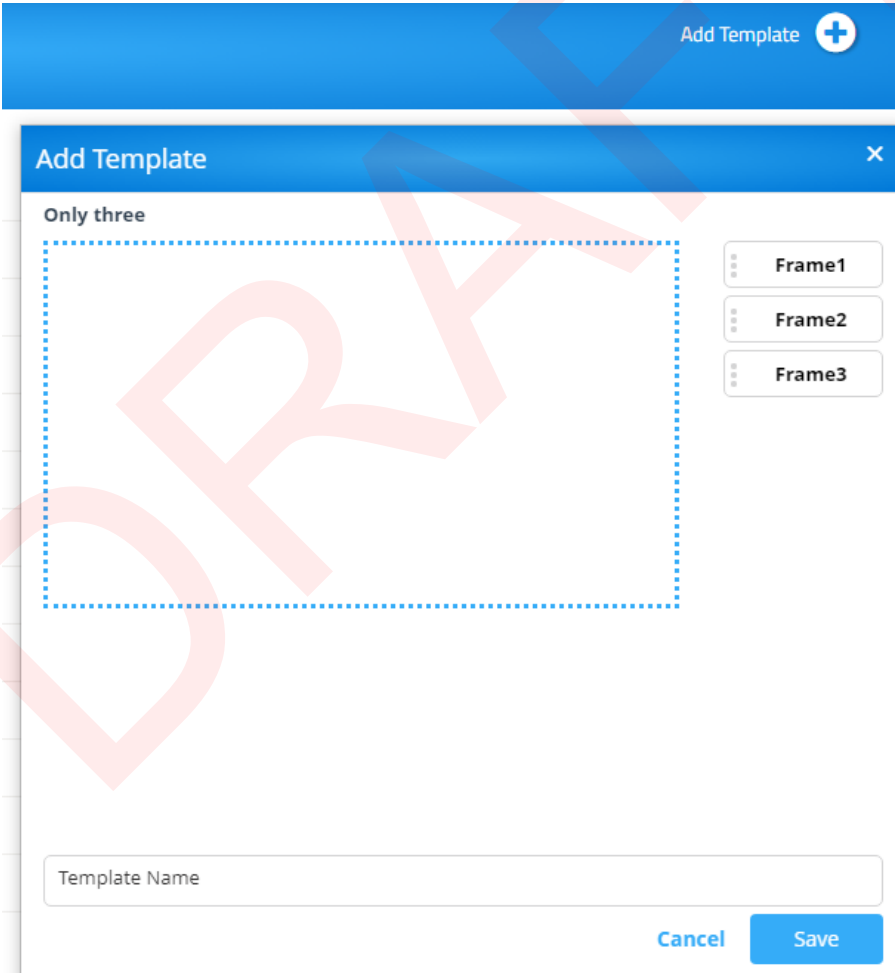
2. The **Pre-Defined Templates** shows Dynamic and Standard templates. Dynamic templates automatically adjust to the content, to ensure that no blank frames are shown. Standard Templates DO NOT adapt them self to the content.
3. In **Custom Templates**, the saved templates appears. In addition, you can add new template.



4. To view preview of a saved template, click **Preview** for respective template. A window opens, showing a preview of the selected template.
5. Click **Edit** to open the template builder screen and edit the selected template.
6. Click **Delete** to delete the selected template.192.168.100.115



- 7. Click **Add Template**.
The Add Template screen appears.



- 8. Type a name for the new template in the Template Name text box.
- 9. On Right side, drag the box Frame1 to the left hand size.
- 10. Similarly you can drag Frame2 and Frame 3.

11. Drag the box to move and resize it. In addition, you can use Frame properties to resize and relocate it.
12. Select the **Audio** checkbox to play audio from the selected frame.

13. Click **Save**.

The new template is added and appears in the Template Manager list.

Schedule Campaign

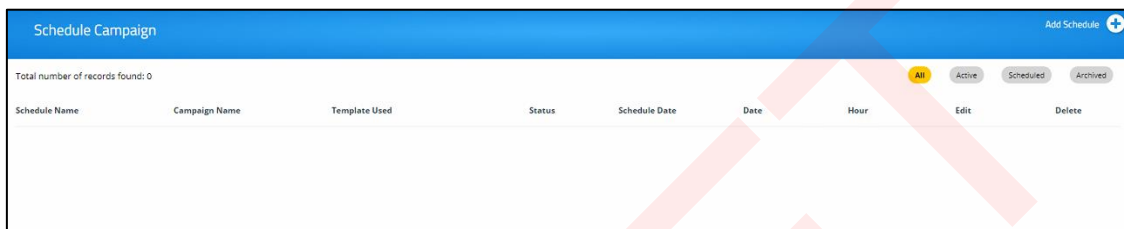
The Schedule Campaign tab enables defining:

- What is displayed in each frame of a digital signage display.
- When a digital signage display appears.

To define a digital signage campaign:

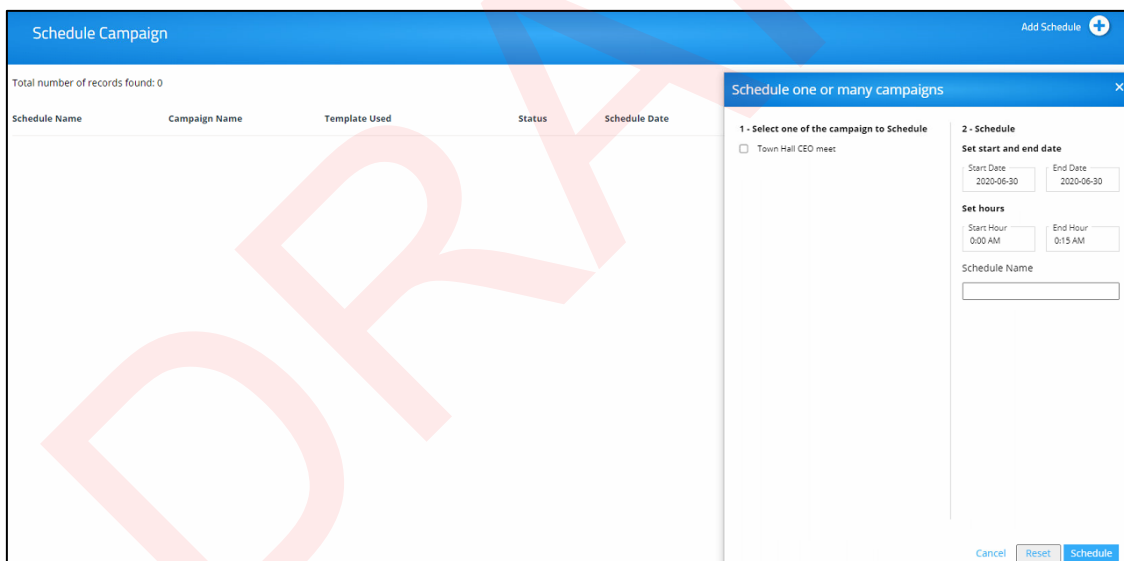
1. On the left side of the embedded web pages, select **Digital Signage > Schedule Campaign**.

The Schedule Campaign page appears.



2. Click **Add Schedule**.

The Schedule one or more campaigns tab appears.

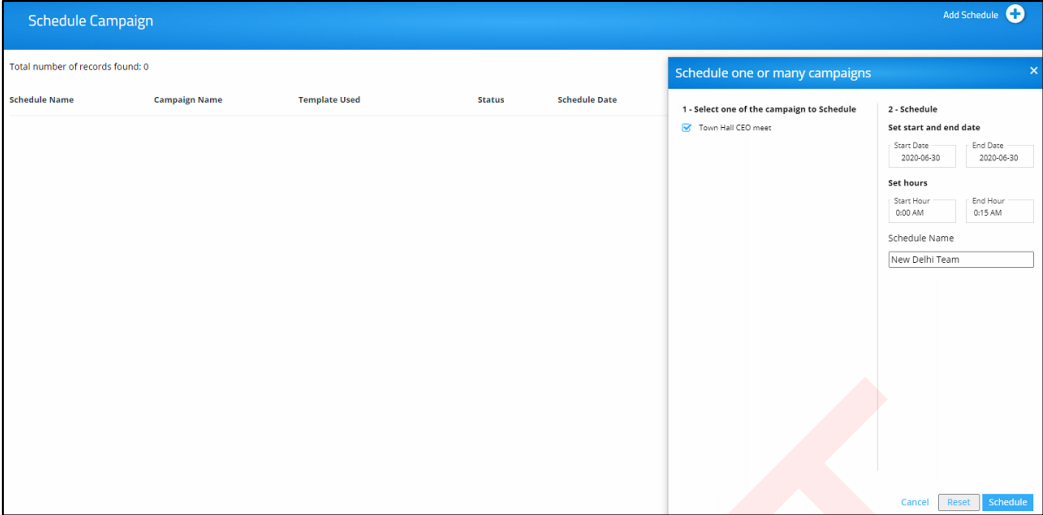


3. Enter a Schedule Name.
4. Select a Priority level for the Campaign.

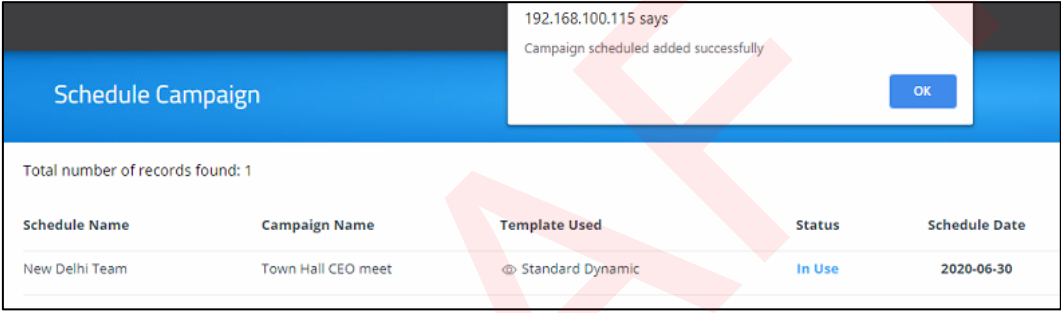
When two Campaign schedules overlap, VIA plays the one with the higher priority level.

5. Select a Start Date on the first calendar and an End Date on the second calendar.
6. Select the checkbox next to Start hours (hh:mm) to define:
 - Start time for the first day of the campaign.
 - End Hour.
 - End time for the last day of the campaign.
7. In Select one of the campaign to schedule, select the respective campaign.

8. Click **Schedule**.



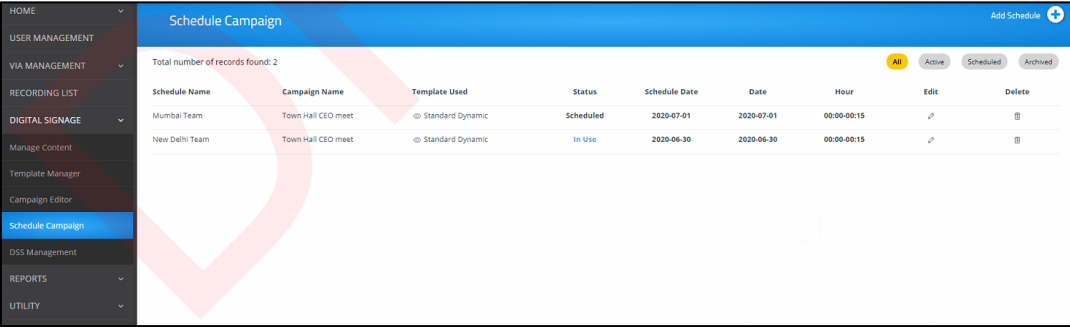
The new campaign scheduled successfully.



The new campaign appears in scheduled list as shown below.

9. To edit a campaign, select the relevant campaign and click **Edit**.

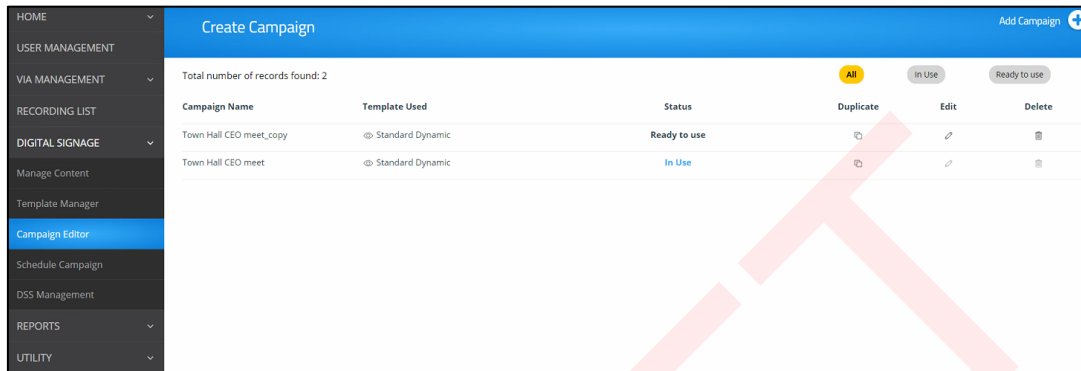
10. To delete a campaign, select the relevant campaign and click **Delete**.



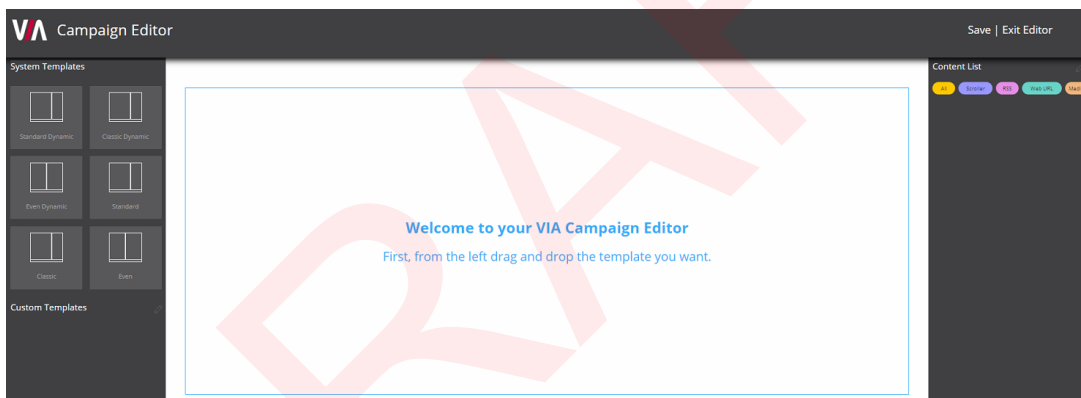
Campaign Editor

The Campaign editor allows you to create, edit or delete a campaign.

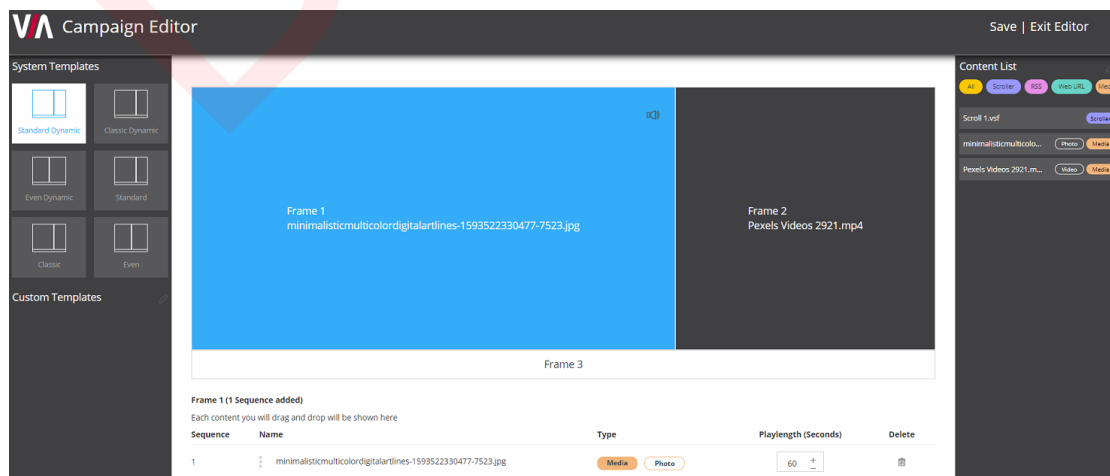
1. To edit a campaign, select the relevant campaign and click **Edit**.
2. To delete a campaign, select the relevant campaign and click **Delete**.
3. To create a new campaign, click **Add Campaign**.



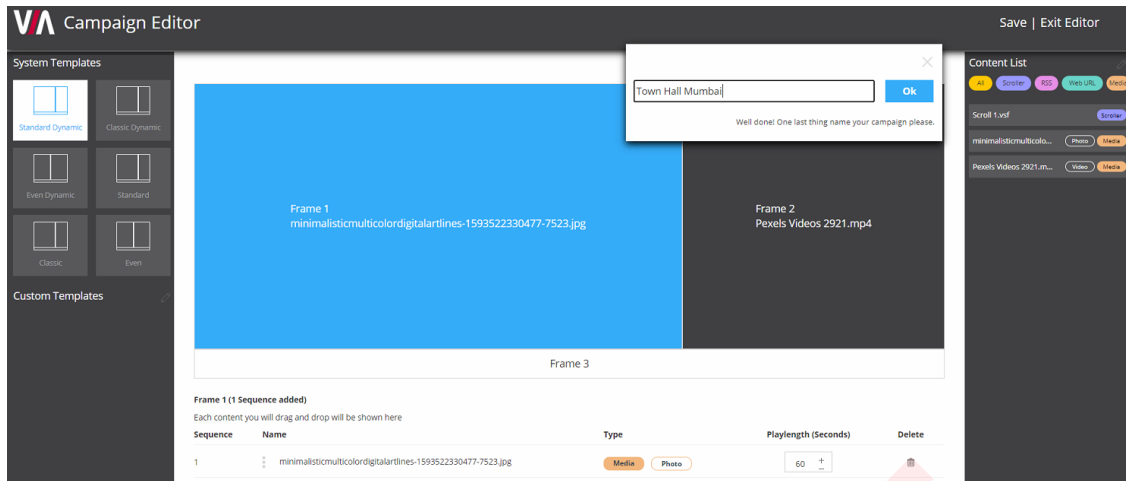
The Campaign Editor window appears.



4. From left side, click on the template you want to apply.
5. On right, from **Content List**, drag content (scroller, RSS, web URL, media) to frame on left you want to add.



6. Click **Save**.



7. Enter campaign name.

8. Click **OK**.

The new campaign is created and appears in the campaign list.

Reports

- The reports will be visible only to the users allowed to access the user management and reports.
- The reports are based on the data till a day prior and not on real time basis.
- The reports available will be as per gateway groups assigned to a user.
 - A user not assigned to a group will not be able to view reports for that group.
 - Analysis of the reports are clubbed in one permission.

VIA Activity Log

Using this option, user can view various reports for the gateways configured with VIA.

VIA Activity Log				
Start Date 2020-07-31	End Date 2020-07-31	Q Search by User Name or Gateway name or Remarks		
Total number of log entries found: 21				Export to PDF Export to CSV
Username	Gateway Name	Activity Date Time	Remarks	
-	158CPlus	2020-07-31 19:13:18	Connected	
-	232Campus	2020-07-31 19:13:14	Connected	
-	232Campus	2020-07-31 19:08:53	Connected	
-	158CPlus	2020-07-31 19:03:51	Connected	
-	232Campus	2020-07-31 19:03:44	Connected	
-	158CPlus	2020-07-31 18:52:55	Connected	
-	232Campus	2020-07-31 18:52:47	Connected	
-	232Campus	2020-07-31 18:46:13	Connected	
-	232Campus	2020-07-31 18:44:56	Connected	
-	232Campus	2020-07-31 18:43:40	Connected	
-	158CPlus	2020-07-31 17:45:56	Connected	
-	158CPlus	2020-07-31 17:44:34	Connected	

VSM Activity Log

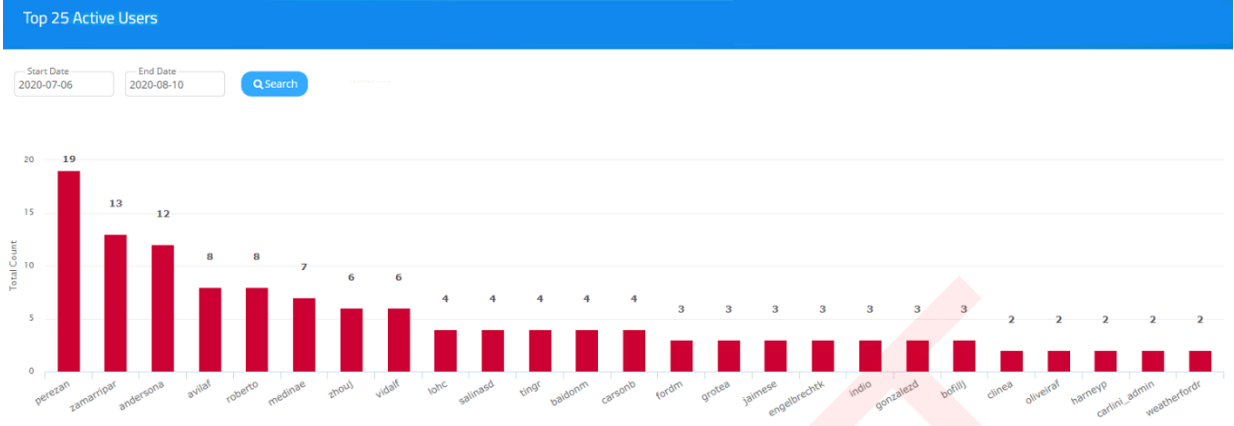
Using this option, user can view all activities with the VSM.

VSM Activity Log					
Start Date 2020-08-09	End Date 2020-08-09	Q Search by User name or Action Taken			
Total number of log entries found: 2					Export to PDF Export to CSV
User Id	Action Taken	Activity Date	Remarks	Host Name	
Alex	Logout	2020-08-09 07:23:25	Success	192.168.11.51	
su	Login	2020-08-09 07:24:06	Success	192.168.11.51	

<< 1 >>

Top 25 Active Users

Using this option, user can view top 25 active users.



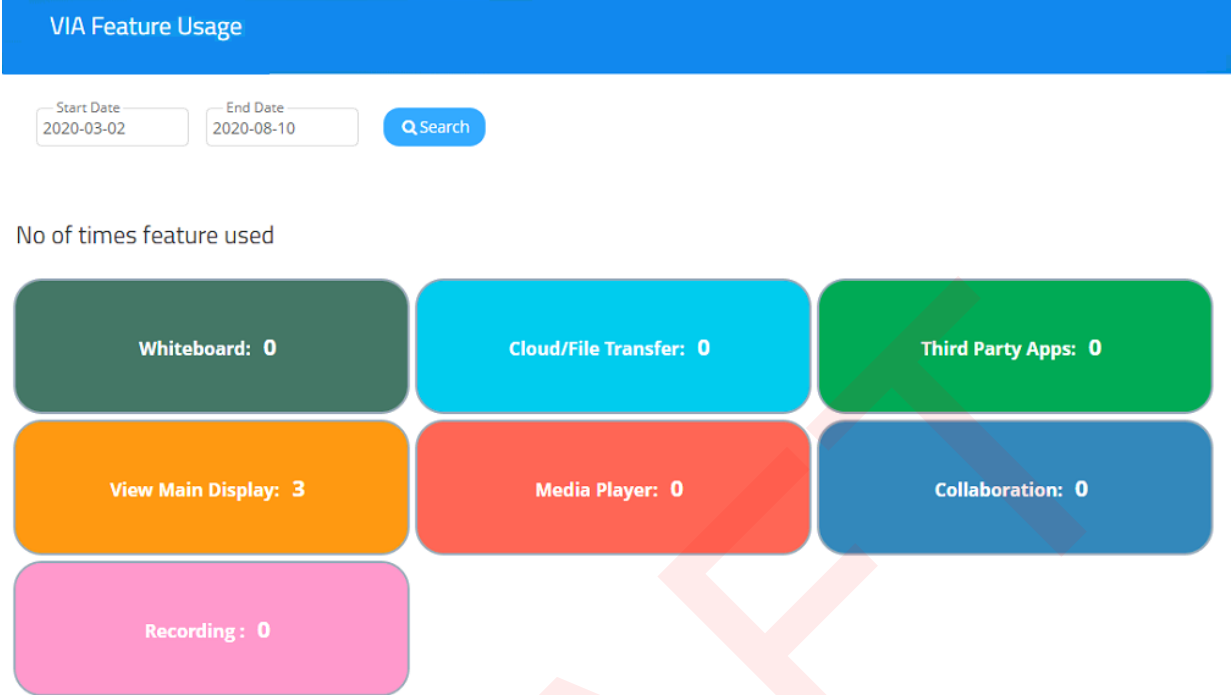
Top 25 Inactive Users

Using this option, user can view top 25 inactive users.



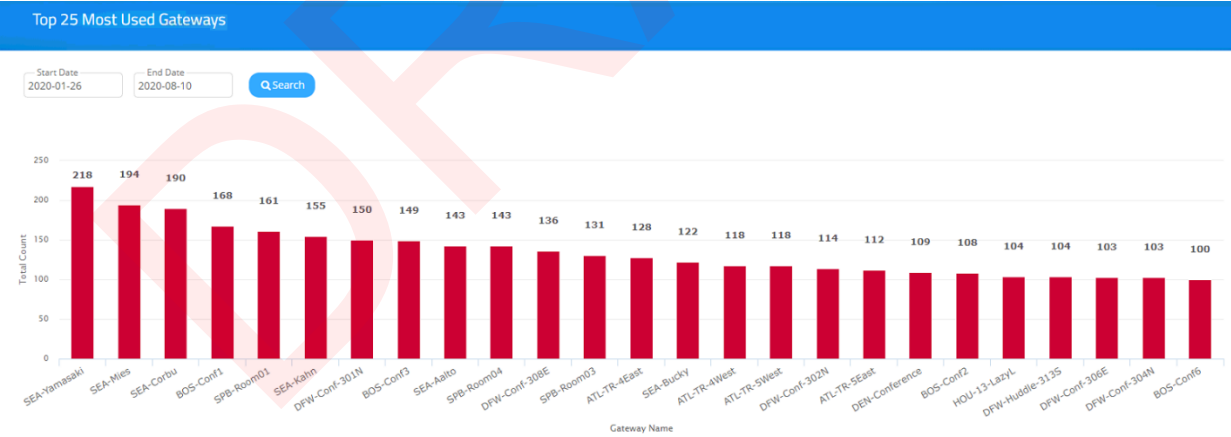
VIA Feature Usage

Using this option, user can view VIA features usage.



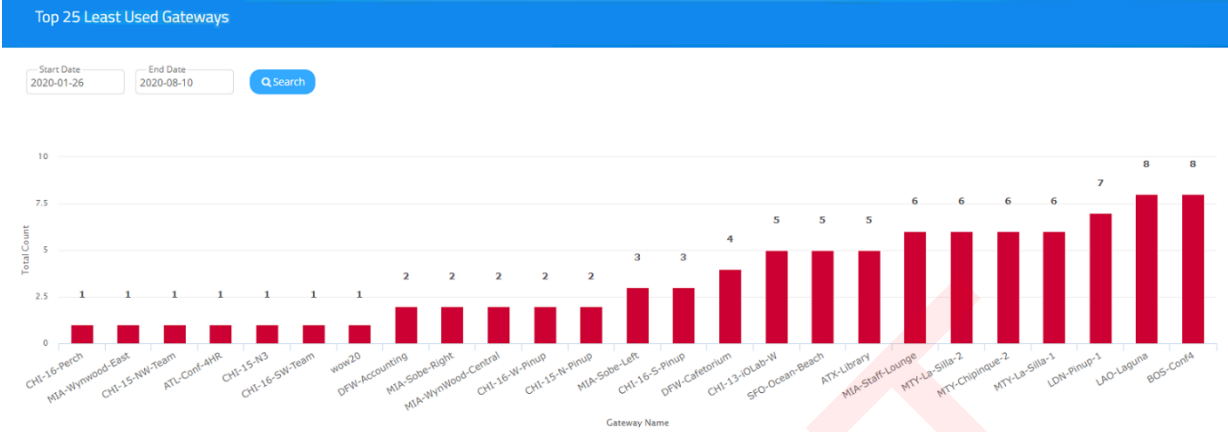
Top 25 Most Used Gateways

Using this option, user can view top 25 most used gateways.



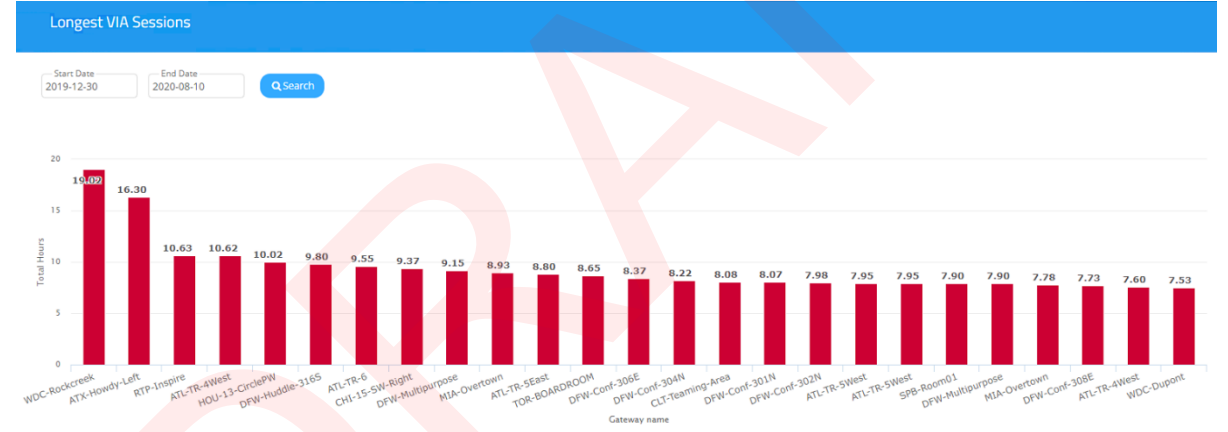
Top 25 Least Used Gateways

Using this option, user can view top 25 least used gateways.



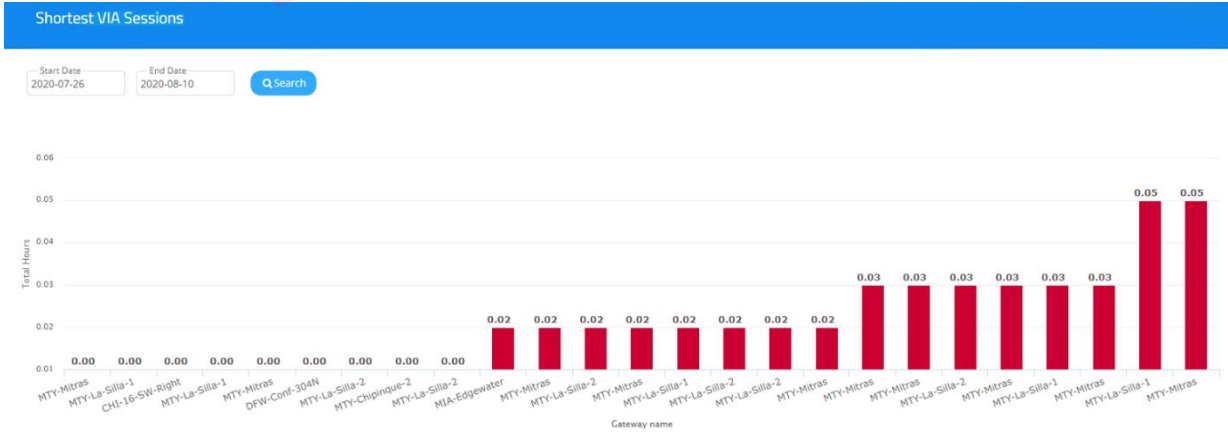
Longest VIA Sessions

Using this option user can view longest VIA sessions.



Shortest VIA Sessions

Using this option user can view shortest VIA sessions.



VIA Gateways Never Used

Using this option, user can view VIA gateways never used but configured with VSM.

VIA Gateways Never Used

Gateway ID	Gateway Name	Gateway IP
93	93Campus2Plus	DHCP

DRAFT

Support

Using this option user can view support details.

- To open support, click **Home** -> **Support**.

Support

For Technical support:
Email: tech@kramerel.com

TO CONTACT YOUR LOCAL TECHNICAL SUPPORT, PLEASE VISIT THE PAGE: [Click here](#)

To Make An Enquiry:

Kramer Electronics Ltd. International
3 Am VeOlamo Jerusalem
Tel: +972-2-6544-000
+972-73-2650567 (Tech support)
+972-2-653-5369

Website: <https://www.kramerav.com>
For Regional Enquiry [Click here](#)

The warranty obligations of Kramer Electronics Inc. ("Kramer Electronics") for this product are limited to the terms set forth below:

What is Covered

This limited warranty covers defects in materials and workmanship in this product.

What is Not Covered

This limited warranty does not cover any damage, deterioration or malfunction resulting from any alteration, modification, improper or unreasonable use or maintenance, misuse, abuse, accident, neglect, exposure to excess moisture, fire, improper packing and shipping (such claims must be presented to the carrier), lightning, power surges, or other acts of nature. This limited warranty does not cover any damage, deterioration or malfunction resulting from the installation or removal of this product from any installation, any unauthorized tampering with this product, any repairs attempted by anyone unauthorized by Kramer Electronics to make such repairs, or any other cause which does not relate directly to a defect in materials and/or workmanship of this product. This limited warranty does not cover cartons, equipment enclosures, cables or accessories used in conjunction with this product.

Without limiting any other exclusion herein, Kramer Electronics does not warrant that the product covered hereby, including, without limitation, the technology and/or integrated circuit(s) included in the product, will not become obsolete or that such items are or will remain compatible with any other product or technology with which the product may be used.

How Long this Coverage Lasts

The standard limited warranty for Kramer products is seven (7) years from the date of original purchase, with the following exceptions:

1. All Kramer VIA hardware products are covered by a standard three (3) year warranty for the VIA hardware and a standard three (3) year warranty for firmware and software updates; all Kramer VIA accessories, adapters, tags, and dongles are covered by a standard one (1) year warranty.
2. Kramer fiber optic cables, adapter-size fiber optic extenders, pluggable optical modules, active cables, cable retractors, ring mounted adapters, portable power chargers, Kramer speakers, and Kramer touch panels are all covered by a standard one (1) year warranty.
3. All Kramer Cobra products, all Kramer Calibre products, all Kramer Minicom digital signage products, all HighSecLabs products, all streaming, and all wireless products are covered by a standard three (3) year warranty.
4. All Sierra Video MultiViewers are covered by a standard five (5) year warranty.
5. Sierra switchers & control panels are covered by a standard seven (7) year warranty (excluding power supplies and fans that are covered for three (3) years).
6. K-Touch software is covered by a standard one (1) year warranty for software updates.
7. All Kramer passive cables are covered by a ten (10) year warranty.

Who is Covered

Only the original purchaser of this product is covered under this limited warranty. This limited warranty is not transferable to subsequent purchasers or owners of this product.

What Kramer Electronics Will Do

Kramer Electronics will, at its sole option, provide one of the following three remedies to whatever extent it shall deem necessary to satisfy a proper claim under this limited warranty:

1. Elect to repair or facilitate the repair of any defective parts within a reasonable period of time, free of any charge for the necessary parts and labor to complete the repair and restore this product to its proper operating condition. Kramer Electronics will also pay the shipping costs necessary to return this product once the repair is complete.
2. Replace this product with a direct replacement or with a similar product deemed by Kramer Electronics to perform substantially the same function as the original product. If a direct or similar replacement product is supplied, the original product's end warranty date remains unchanged and is transferred to the replacement product.
3. Issue a refund of the original purchase price less depreciation to be determined based on the age of the product at the time remedy is sought under this limited warranty.

What Kramer Electronics Will Not Do Under This Limited Warranty

If this product is returned to Kramer Electronics or the authorized dealer from which it was purchased or any other party authorized to repair Kramer Electronics products, this product must be insured during shipment, with the insurance and shipping charges prepaid by you. If this product is returned uninsured, you assume all risks of loss or damage during shipment. Kramer Electronics will not be responsible for any costs related to the removal or re-installation of this product from or into any installation. Kramer Electronics will not be responsible for any costs related to any setting up this product, any adjustment of user controls or any programming required for a specific installation of this product.

How to Obtain a Remedy Under This Limited Warranty

To obtain a remedy under this limited warranty, you must contact either the authorized Kramer Electronics reseller from whom you purchased this product or the Kramer Electronics office nearest you. For a list of authorized Kramer Electronics resellers and/or Kramer Electronics authorized service providers, visit our web site at www.kramerav.com or contact the Kramer Electronics office nearest you.

In order to pursue any remedy under this limited warranty, you must possess an original, dated receipt as proof of purchase from an authorized Kramer Electronics reseller. If this product is returned under this limited warranty, a return authorization number, obtained from Kramer Electronics, will be required (RMA number). You may also be directed to an authorized reseller or a person authorized by Kramer Electronics to repair the product.

If it is decided that this product should be returned directly to Kramer Electronics, this product should be properly packed, preferably in the original carton, for shipping. Cartons not bearing a return authorization number will be refused.

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BRAND



P/N: 2900-300496



Rev: 3



SAFETY WARNING

Disconnect the unit from the power supply before opening and servicing

For the latest information on our products and a list of Kramer distributors, visit our website where updates to this user manual may be found.

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