Kandao Device Set Up and Use

Requirements

A PC / Mac – either your own, or one delivered by Audio-Visual and Classroom Support (AVCS)

The Kandao Meeting Pro Device – delivered by AVCS

A USB cable to connect to the device your computer – delivered by AVCS with the device

A USB power cable – delivered by AVCS with the device

OPTIONAL

Depending on your room set up, you may want to request AVCS deliver a tripod as well, to allow for more flexible device positioning

Positioning

Ideally, the device should be positioned not more than 20 feet from where you plan to speak or present, with the KANDAO lettering on top of the device facing toward the front of the room. This is so that if you choose the "traditional" camera mode, it shows the front of the room rather than the back.

Position the device as near the center of the room as possible (remember, you will need to plug the device into both your computer and an outlet).

If possible, position the so the camera is at or near sitting head-level.

Set Up

1. Plug the device into an electrical outlet. Both power and pc use the same USB-C style plug and port, so make sure you plug into the appropriate socket –

2. Turn on your computer.

3. Plug the device into your computer. Again, make sure you are connecting to the appropriate socket on the device –

4. Remove camera lens protector

5. Hold the POWER button for 3 seconds to turn on the device

6. Wait for the green light at the bottom of the device. This indicates the device is connected and functioning. This band will turn blue when the camera is active (and back to green if you turn off the camera in your meeting app).

7. Launch your live session tool (*e.g.*, Teams or Collaborate)

8. Make sure Kandao Meeting is selected as your microphone and camera.

Device not working?

The green light doesn't turn on immediately when you turn the device's power on. Hold the button for a good 3 seconds, then wait for the light. If you immediately hit power again, you may end up switching the device off again.

It may take your computer several minutes to recognize the Kandao Meeting device, especially on first use with that machine. Be patient.

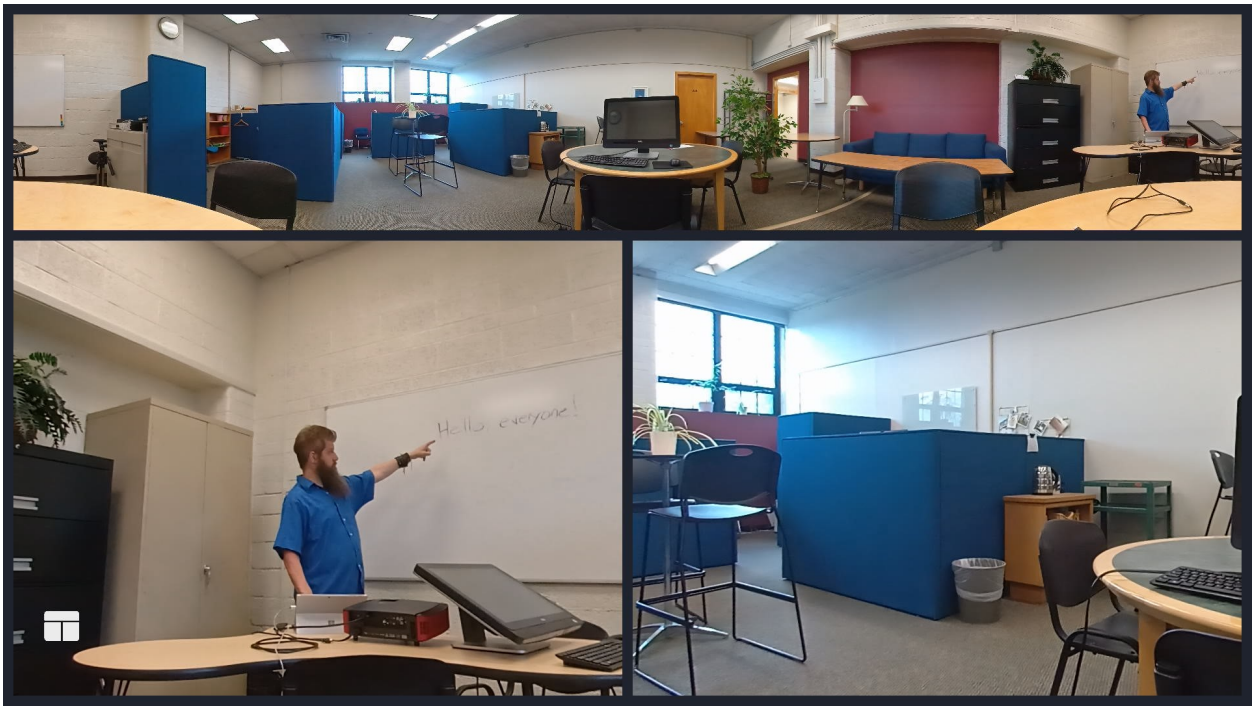
If you've waited several minutes and the device still is not recognized, try restarting your computer.

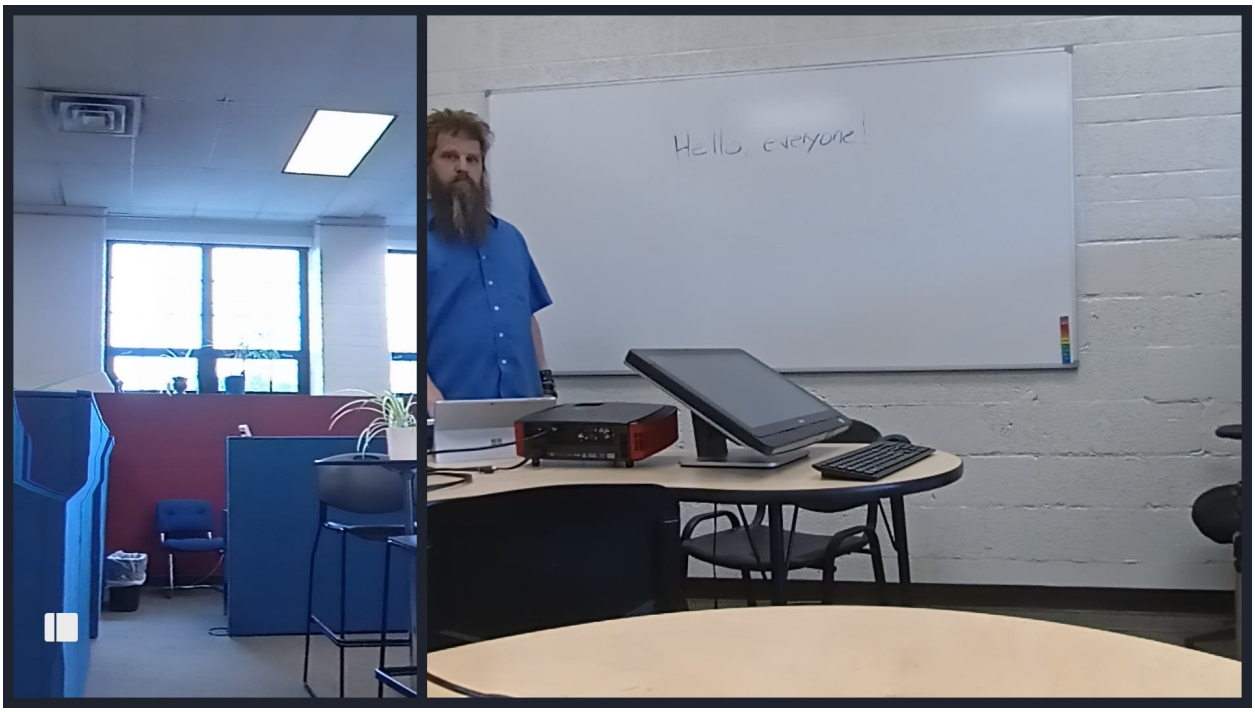
Use

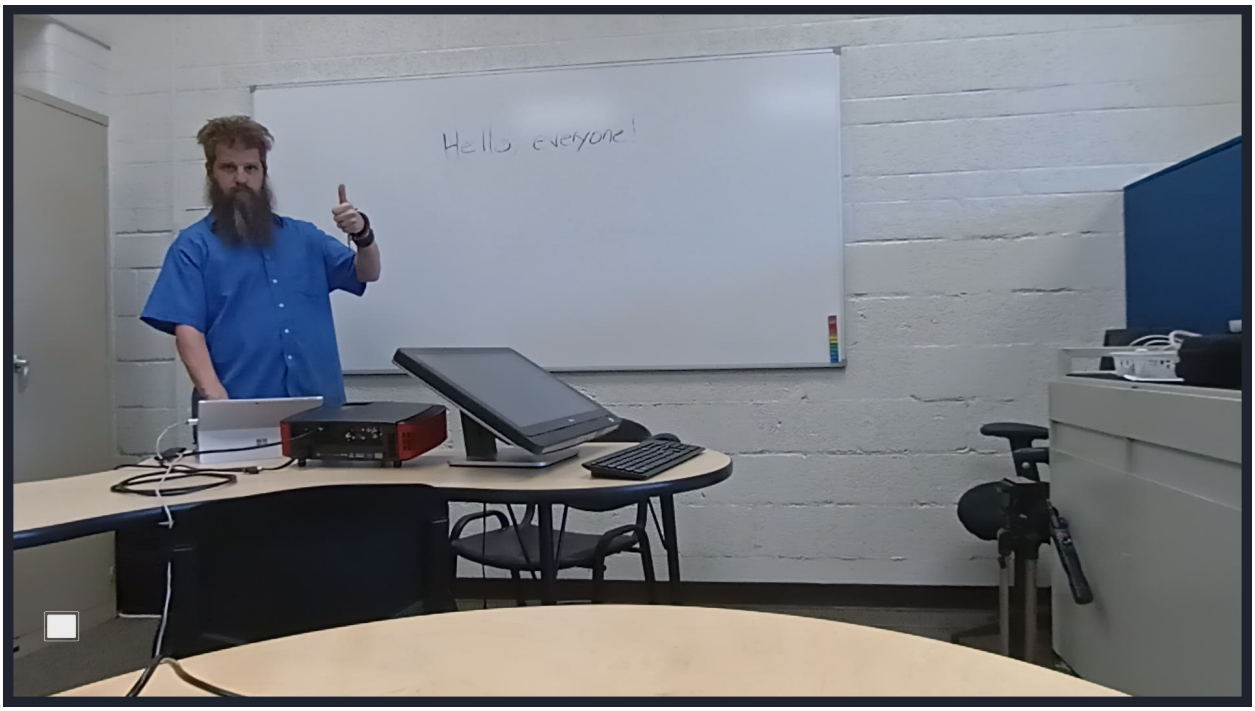
The Kandao Meeting functions like a web camera, microphone, and speakers for your computer. You can run a Teams or Collaborate meeting as you normally would with the device connected – participants will see the Kandao's camera feed in your video window.

The device has 5 camera modes which can be switched by clicking the MODE button on the remote or on the device itself.

Press any button on the remote to “wake” it (under dire circumstances, hold “OK” and “VOLUME –” for 3 seconds to re-pair the remote). Click the MODE button to cycle between camera modes (examples below)




Hello everyone!


Hello, everyone!