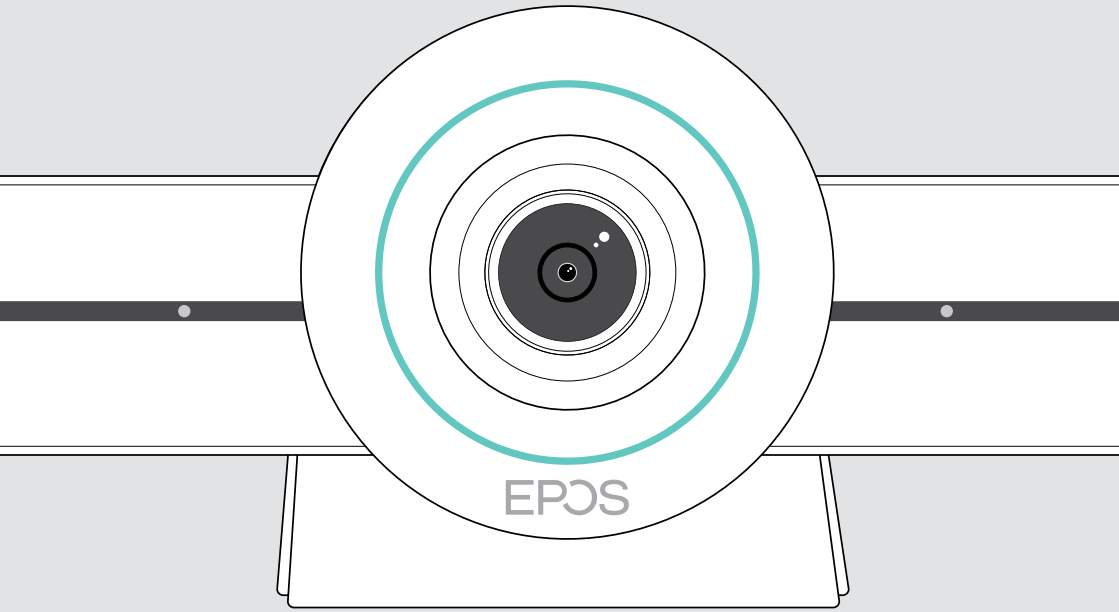
EPOS



EXPAND VISION 3T

Video collaboration bar for Microsoft® Teams

User Guide

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Welcome

Video collaboration. Reinvented.

All-in-one video collaboration solution for today's smart office. Join meetings with just one touch and enjoy a full Microsoft Teams experience.

Empower your meeting room
Comes with wide angle 4K camera with Sony® sensor, enhanced PTZ and superior audio from included EPOS EXPAND SP 30T

Microsoft Teams certified
Immerse yourself in Microsoft Teams with all the familiar features. Fully integrated

Key benefits & features

Easy setup. Easy maintenance
Intelligent solution with automatic software updates, remote device management and provisioning. Simply plug and play

One-touch join
All-in-one solution that's ready when you are. No PC needed. One touch, and you're in

Like being there
Enjoy a natural meeting experience with intelligent picture framing, voice tracking and noise cancellation. Powered by EPOS AI™

For safety instructions, consult the Safety Guide.

For specifications, consult the Fact sheet available at www.eposaudio.com.

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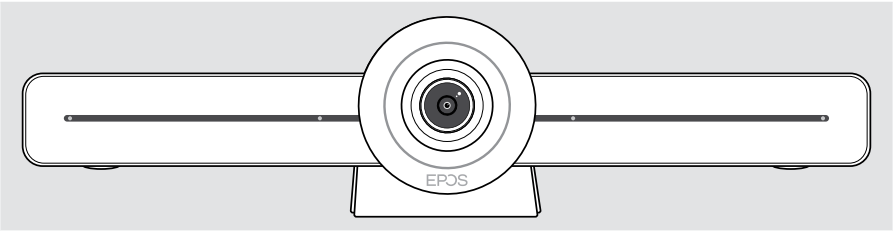
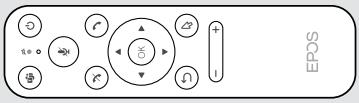
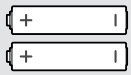
Package contents



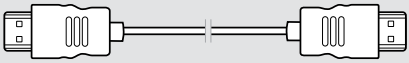
EXPAND VISION 3T Video collaboration bar



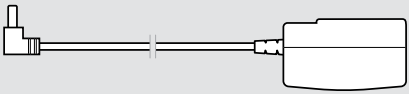
VISION-RC01T
Remote control



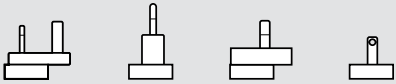
Batteries for remote control
AAA Alkaline batteries



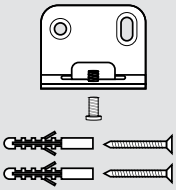
HDMI cable



Power supply unit



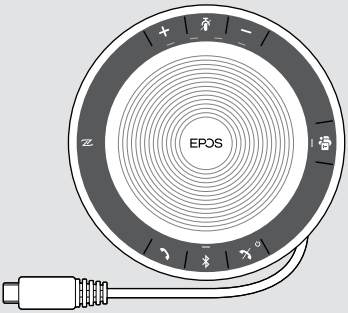
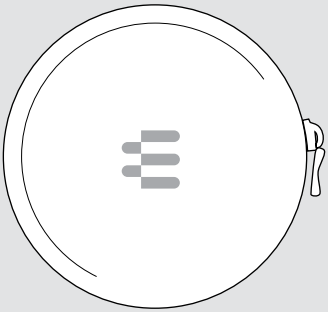
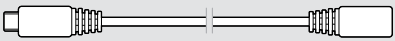
Country adapters
UK, EU, AU, US



Wall mount accessories
Mounting plate
Affixing screw
Dowels*
Dowel screws

*differing wall types may require specific dowels

Quick Guide
Safety Guide
Compliance sheet

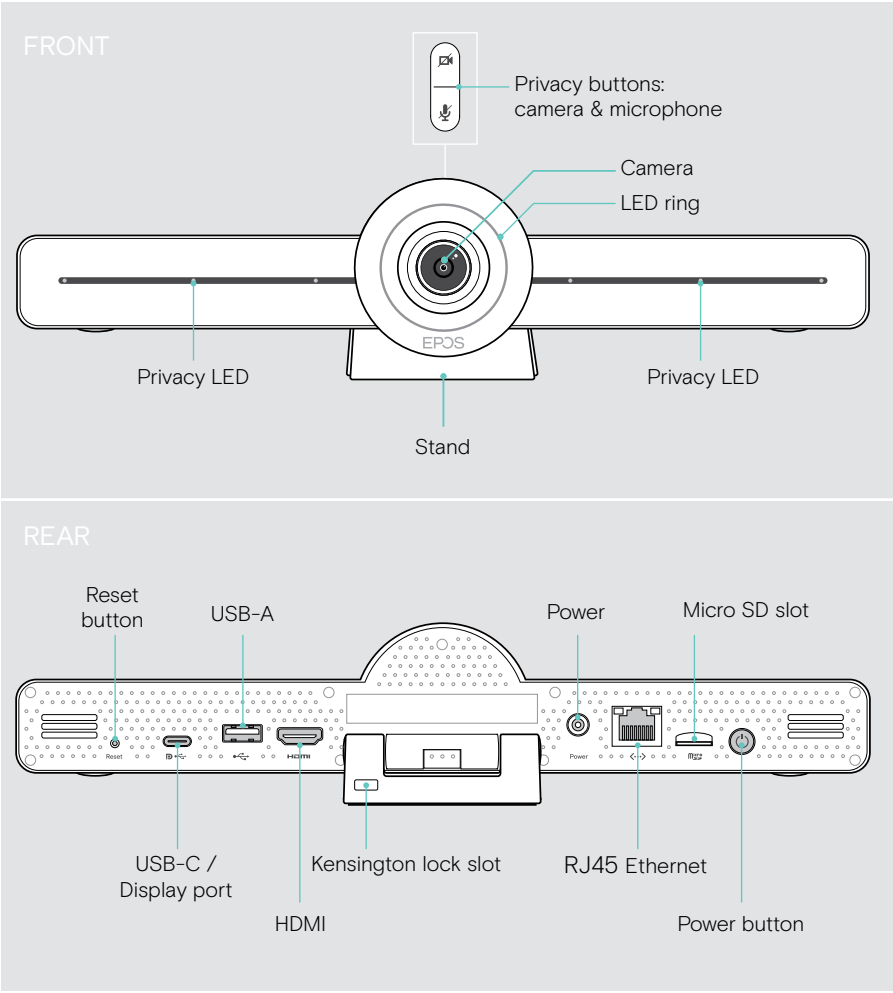
	**EXPAND SP 30T** Bluetooth® speakerphone with built-in rechargeable battery
	**Carry pouch** for speakerphone
	**USB extension cable, 5 m**
	USB-C® to USB-A adapter

In this User Guide only the main functions of the EXPAND SP 30T are explained and focused on the collaboration bar connection.

For further connections and functionalities, check the full EXPAND SP 30T User Guide on the product page at www.eposaudio.com.

VISION 3T at a glance

Video collaboration bar at a glance



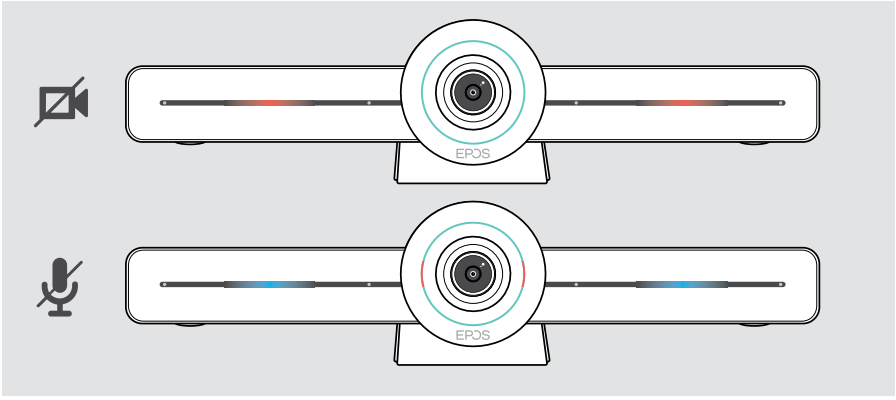
Collaboration bar: LED at a glance

	Switched on		Standby mode
	Switched off / not connected to the mains		

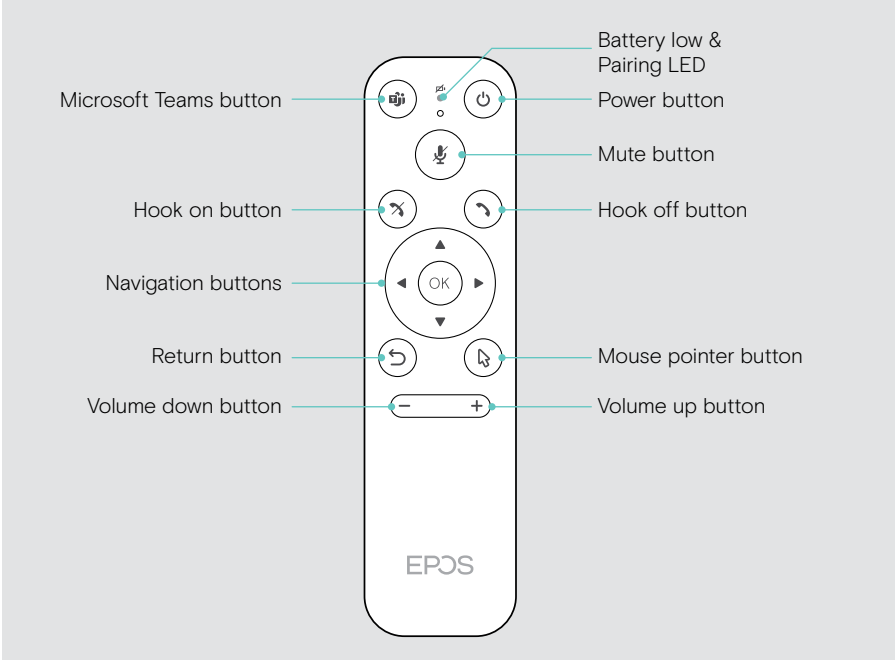
During a meeting

		Camera active			Camera inactive
		Microphone unmuted			Microphone unmuted
		Camera active			Camera inactive
		Microphone muted			Microphone muted

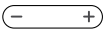
Privacy mode Camera / Microphone (see page 30)



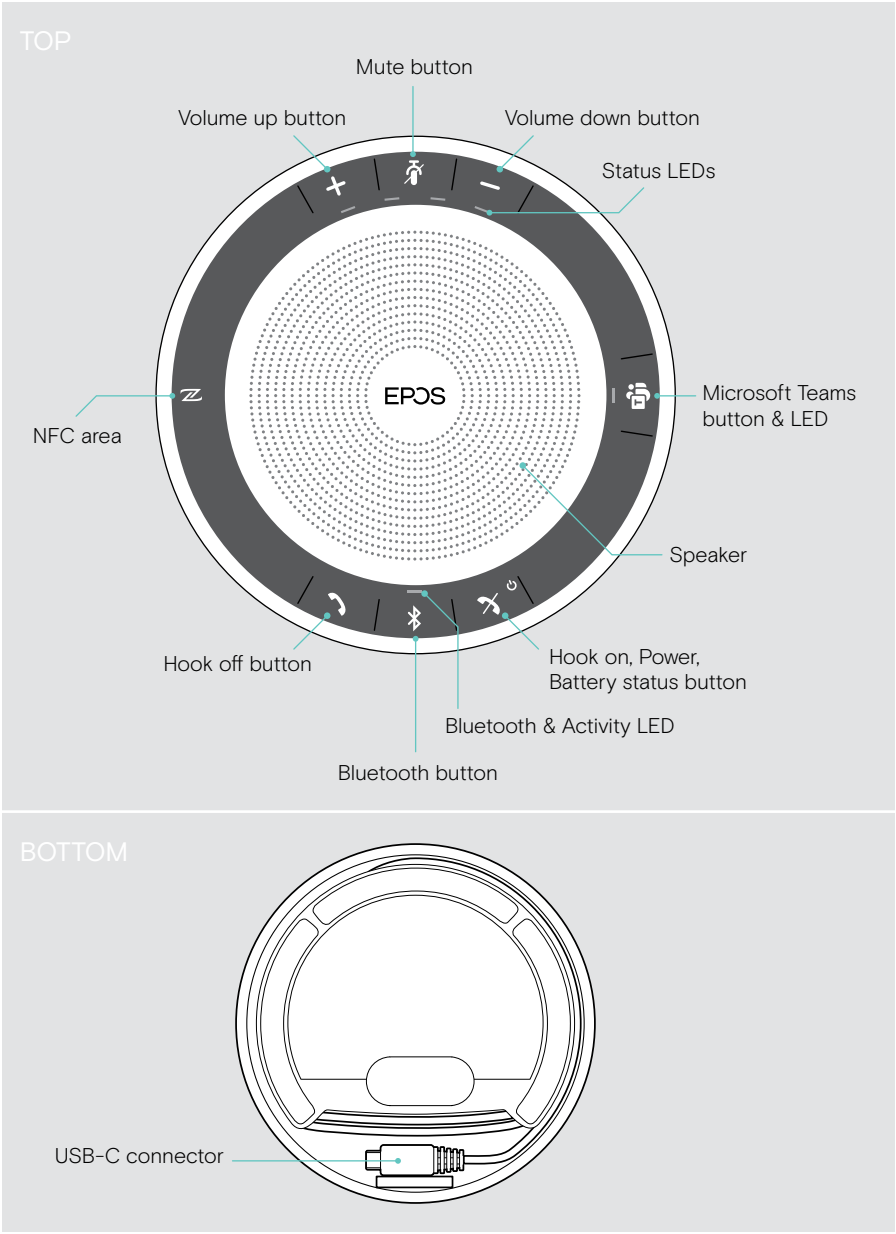
Remote control at a glance



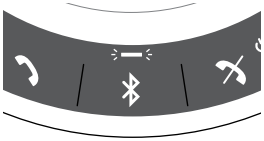
Remote control: Buttons at a glance

Button		Function	Page
Microsoft Teams		Starts next Microsoft Teams meeting	–
Power		Standby / Wake up	29
Mute		Mutes / Unmutes the speakerphone's microphone	27
Hook on		Ends / rejects a call	–
Hook off		Accepts a call	–
Navigation		• Arrows: Moves between different functions • OK: Selects the element where the mouse pointer is located	–
Back		Returns to previous menu	–
Mouse pointer		Activates the mouse pointer	–
Volume down / up		– Decreases the volume + Increases the volume	26

Speakerphone at a glance



Speakerphone: LEDs at a glance



Activity LED	Meaning
	Device switched on
3x	Device switching off
	Device switched off
	Incoming call
	Active call
	Call on hold
	Second call on hold

Status LEDs	Meaning
	Microphone muted
	Volume level; 8 steps
	Battery status; 8 steps

For further connections and functionalities, check the EXPAND SP 30T User Guide on the product page at www.eposaudio.com.

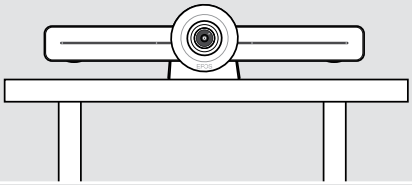
Placing / mounting VISION 3T

Installation options

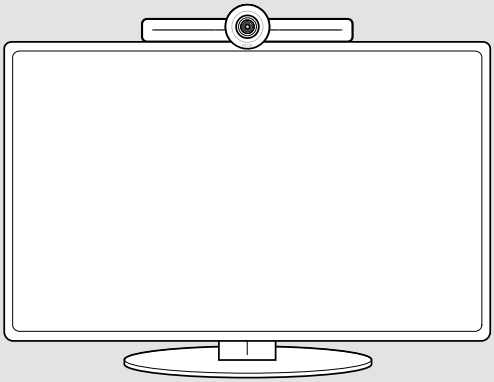
The collaboration bar can be:

- A placed on a desk
- B placed on top of a screen/monitor
- C mounted on a wall

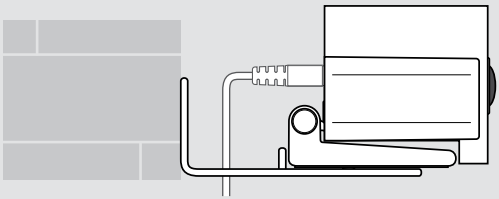
A



B

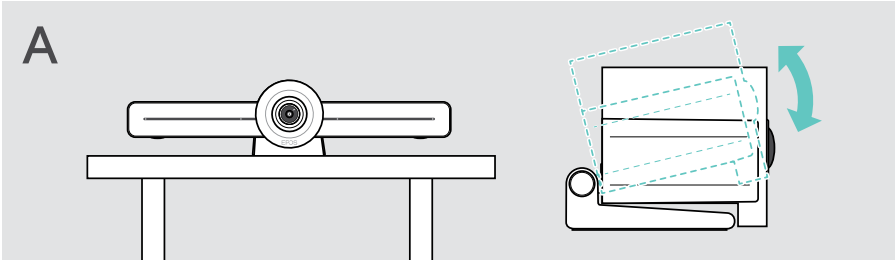


C



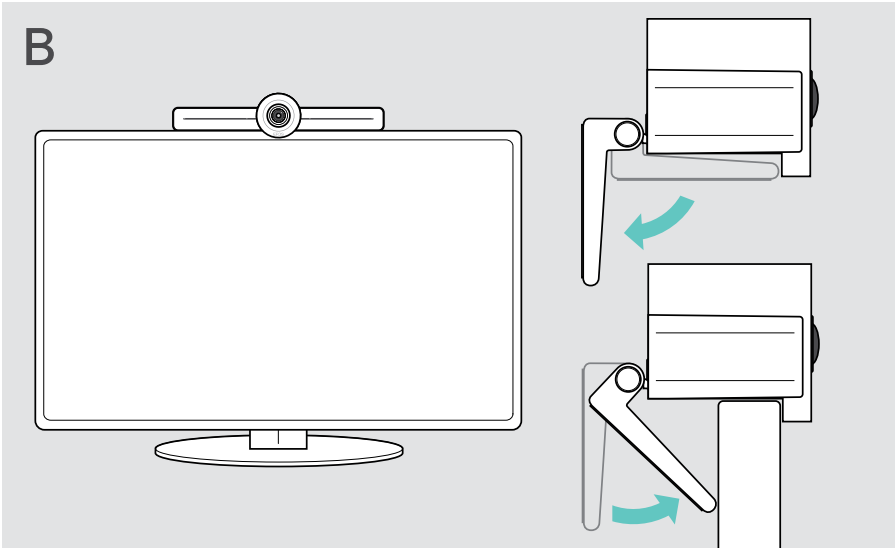
A Placing the product on a desk

> Place the collaboration bar on your desk.
> Hold down the stand and rotate the collaboration bar so that it points in the direction of the meeting participants.



B Placing the product on a screen / monitor

> Rotate the stand.
> Put the product on the top of your screen/monitor.
> Hold down the product and rotate the stand so that it is fixed securely on your device.



C Mounting the product on a wall

CAUTION
Danger of accidents or damages!

Drilling into e.g. cables and can lead to accidents.

> Check whether there are any cables or pipes in the wall.

The wall type is an example - other wall types may require different mounting.

1 Choose a position so that the camera meets the eye-height of meeting participants. Hold the mounting plate against the wall, balance it and add two marks.

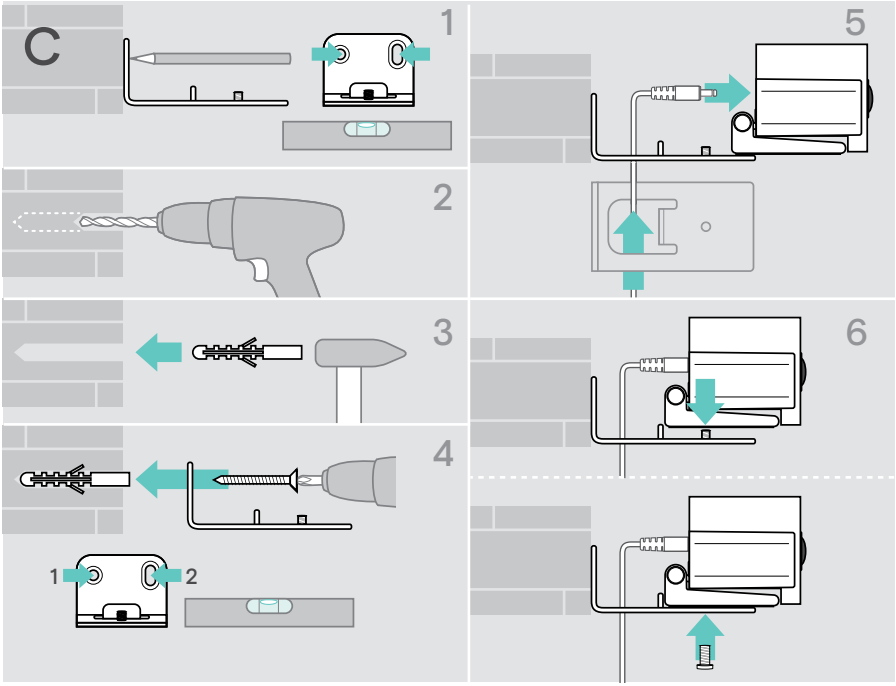
2 Drill two holes.

3 Insert the two dowels.

4 Hold the mounting plate against the wall and fix it with the screws. Start on the left and bring it in balance with the other screw.

5 Hold the collaboration bar and connect the required cables as the space is small when finally mounted > see page 15.

6 Position the collaboration bar and tighten the screws.



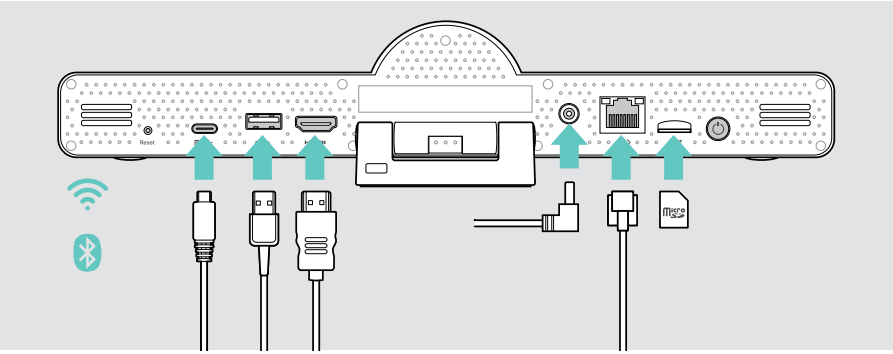
Connecting / preparing devices

Connection possibilities

The collaboration bar with its speakerphone works as an All-in-one solution. You only need a screen/monitor, internet access and a Microsoft Teams account.

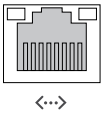
Required connections & actions	Page
1 Screen / monitor	17
2 Network	18
3 Speakerphone	19
4 Power supply	20
5 Remote control batteries	21

In addition to the listed devices you can connect a variety of different in- and output devices to the collaboration bar via the ports shown below.



For even more connection possibilities see EXPAND SP 30T User Guide.

Network options

		Page
	Wi-Fi	18
	Ethernet	

Wired devices & memory card options

		Page
	USB-A:	
	• Speakerphone	19
	• Audio Device	23
	• Keyboard / Mouse	23
	• Touch Screen interface	23
	USB-C / Display port:	
	• Speakerphone	19
	• Audio Device	23
	• Keyboard / Mouse	23
	• Screen / Monitor	17
	HDMI Out:	
	• Screen / Monitor	17
	Micro SD:	
	• Micro SD memory card: expansion of internal storage for upcoming features	23

Bluetooth devices options

		Page
	• Keyboard / Mouse	22
	• Audio Device	

1 Connecting a screen

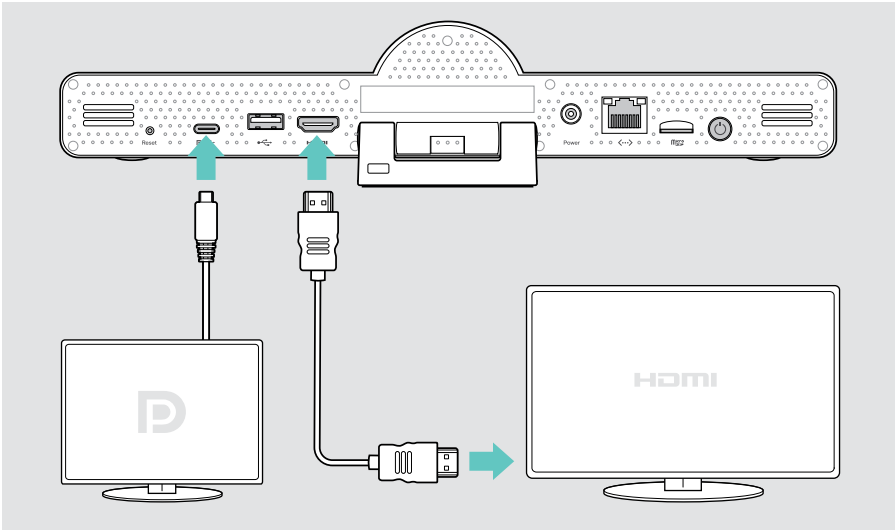
You can connect one or two screens via:

HDMI: primary screen/monitor

> Connect the delivered HDMI cable to the HDMI OUT and your screen/monitor.

USB-C / Display port: secondary screen/monitor

> Connect a USB-C cable to the USB-C / Display port and your screen/monitor.



2 Connecting to a network

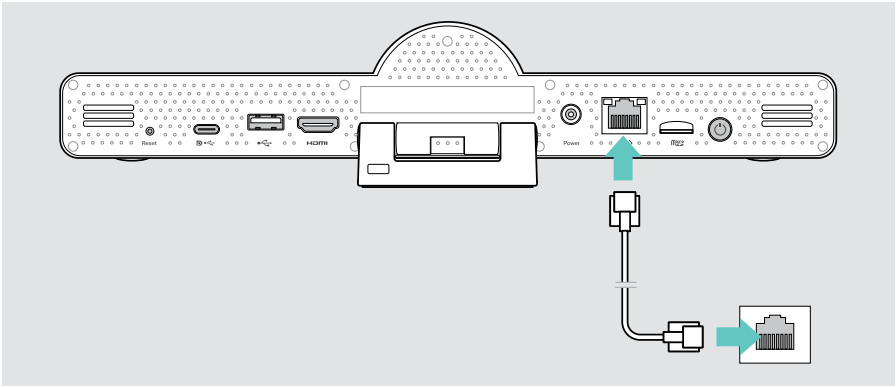
The collaboration bar requires internet access. You can connect it to a network via:

Wi-Fi:

> Connect to your Wi-Fi.

Ethernet:

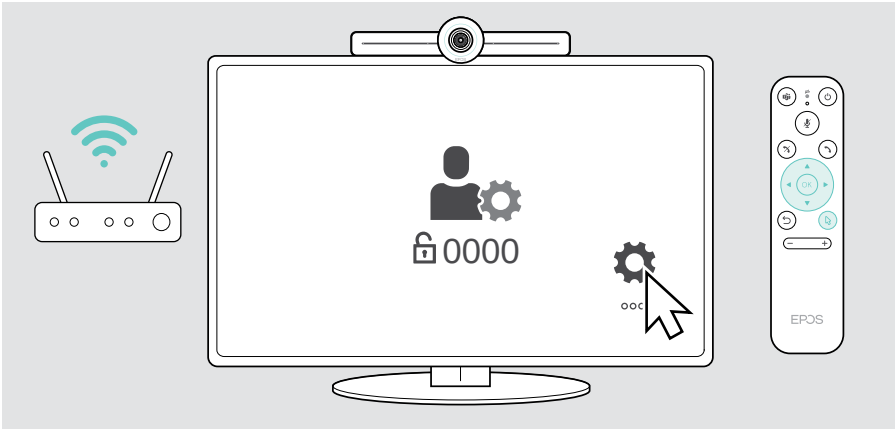
> Connect a LAN cable to the Ethernet port.



Connecting to Wi-Fi

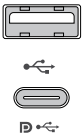
After the collaboration bar and your screen are turned on:

> Enter the Settings menu > Device Settings > Wi-Fi to configure your Wi-Fi connection (Password by default: 0000).



3 Connecting the speakerphone

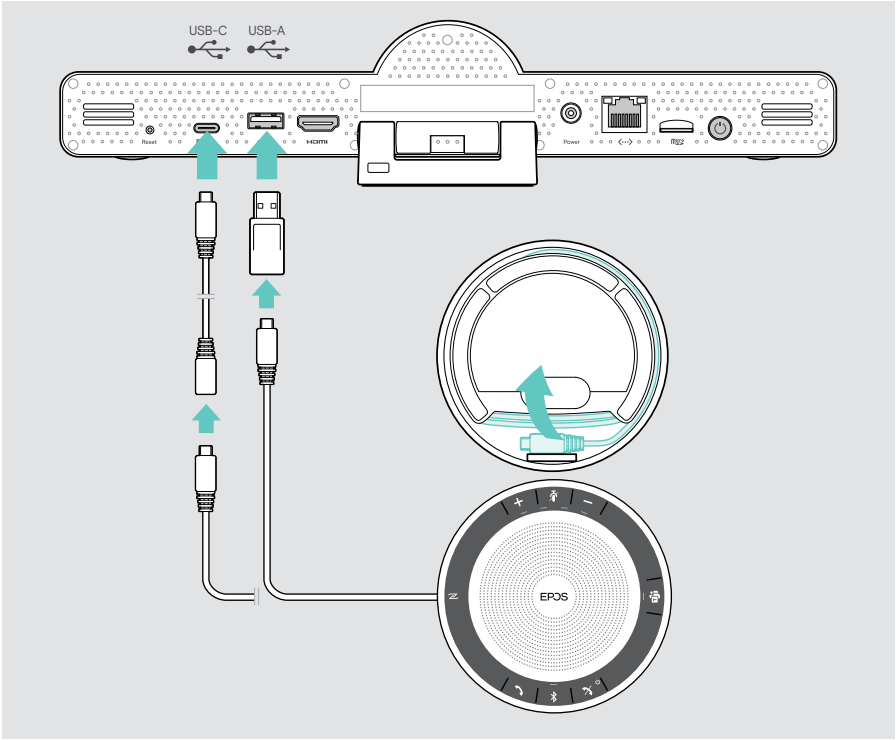
You can connect the speakerphone either via USB-A or USB-C.



USB-A / USB-C:

> Release the USB-C plug, unwind the cable and place the speakerphone on your desk.

> Connect it to USB-C or USB-A via the included adapter. Use the USB extension cable – if required.

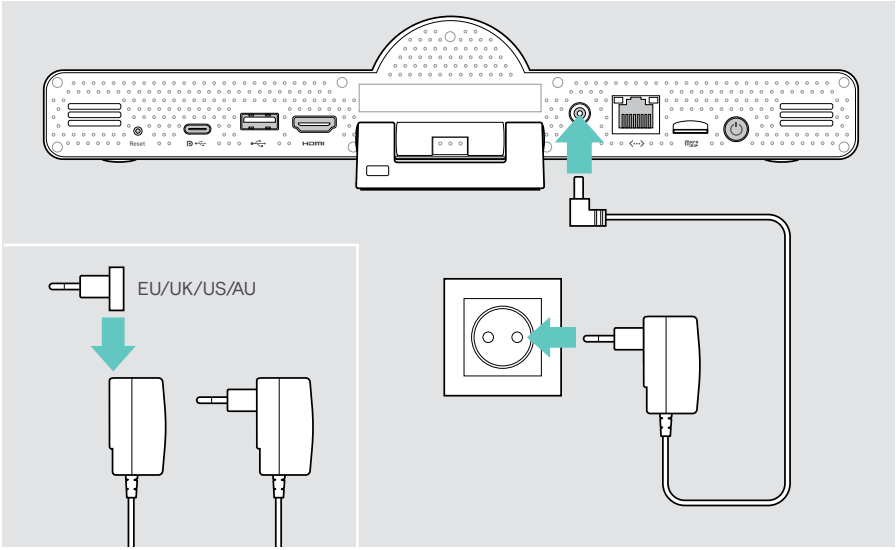


The speakerphone will automatically be charged.

4 Connecting to the power supply

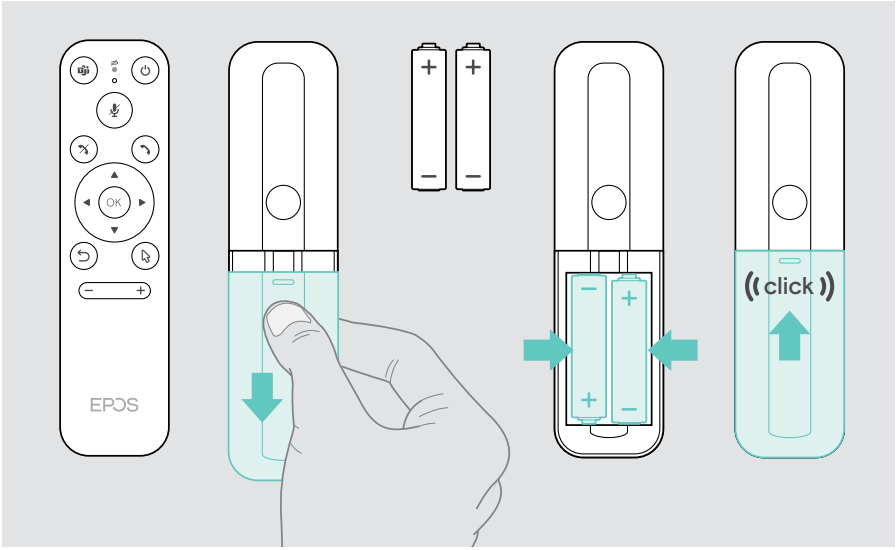
Power

> Select a suitable country adapter (EU, US, AU, UK) and slide it in.
> Connect the Power supply unit with the Power and wall socket. The collaboration bar turns on. The LED ring lights up mint.



5 Inserting the remote batteries

> Open the battery compartment.
> Insert the AAA Alkaline batteries. Take care of the + and – direction.
> Close the battery compartment.



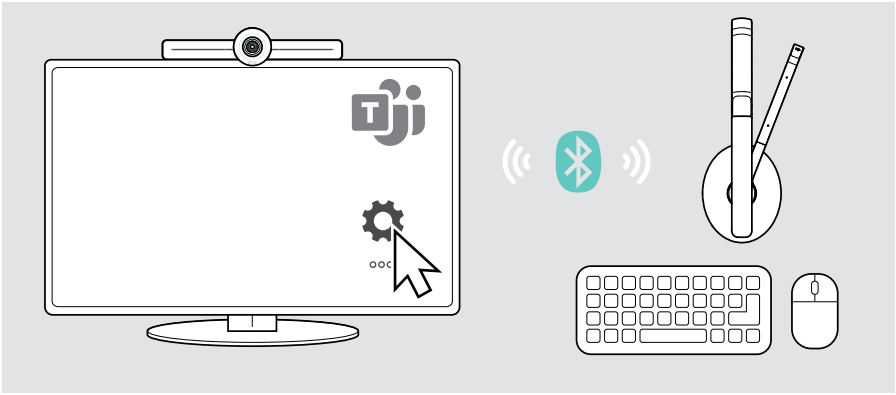
i Instead of the remote control you can also use a mouse or your touchscreen.

Pairing Bluetooth devices

The collaboration bar complies with the Bluetooth 5.0 standard. The following Bluetooth profiles are supported: A2DP, HSP and AVRCP.

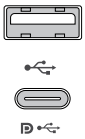
- Keyboard / Mouse
- Audio Device

> Enter the Settings menu > Device Settings > User Settings > Bluetooth to connect your Bluetooth device.



Connecting other accessories

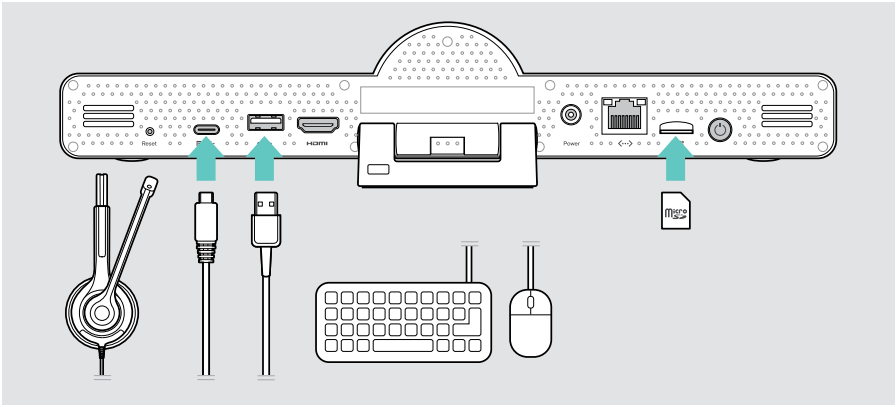
You can connect several other accessories, e.g. for navigation.



USB-A / USB-C:

> Connect your wired USB device (audio device, keyboard, mouse, touch screen interface).

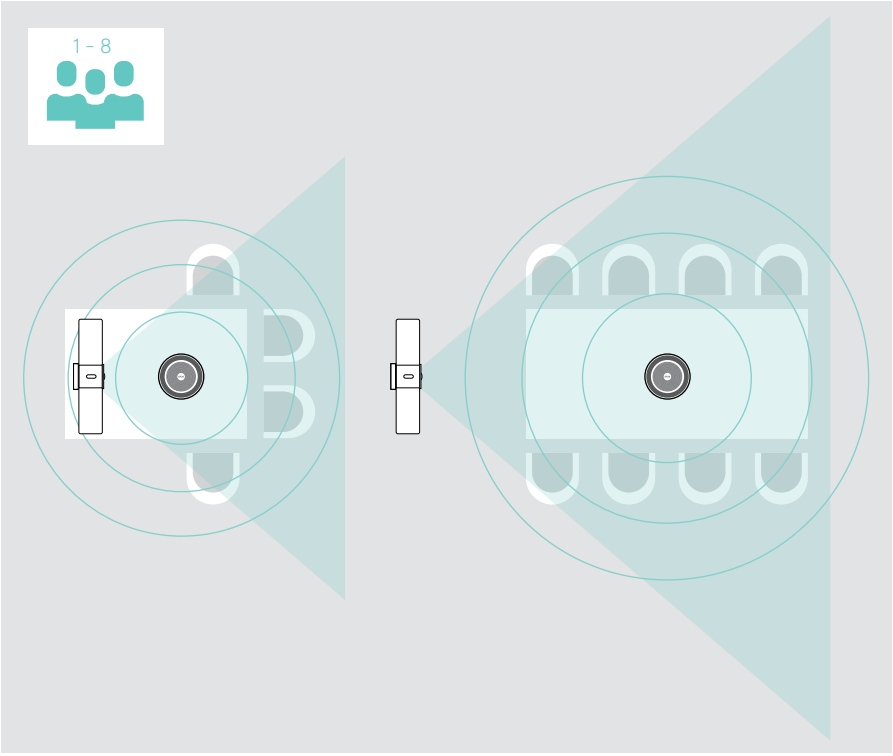
Micro SD: for future use cases



Positioning the devices

You can use the speakerphone in meeting rooms with up to 8 participants.

> Place the speakerphone as centered as possible.
> Place the collaboration bar so that it captures meeting participants.



How to use – the basics

The **collaboration bar** turns on automatically as soon as it is connected to power. The LED lights up mint. If it lights up light red, the device is in standby mode (see page 25).
The connected speakerphone also turns on and the LED lights up white.

Adjusting the camera

Using the Intelligent Framing feature

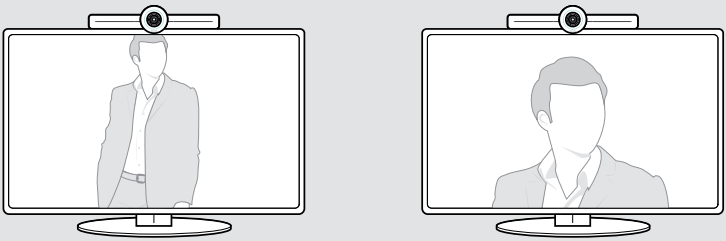
The collaboration bar is equipped with an intelligent framing feature - powered by EPOS AI™. This feature automatically frames the picture and adjusts the digital zoom to effectively capture the meeting participants.

› Enter the Settings menu > Device Settings > Other Settings > Camera controls to activate it.

Using the Camera Pan-Tilt-Zoom (PTZ) feature

You can adjust the camera position and digital zoom level to optimally capture the meeting space.

› Enter the Settings menu > Device Settings > Other Settings > Camera controls to adjust it.



Changing the volume

CAUTION

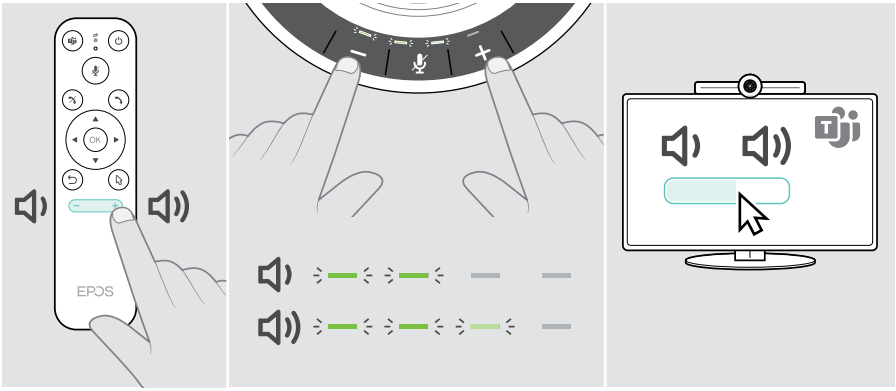
Risk of hearing damage!

Listening at high volume levels for long periods can lead to permanent hearing defects.

> Do not continuously expose yourself to high volumes.

You can adjust the volume in a meeting via:

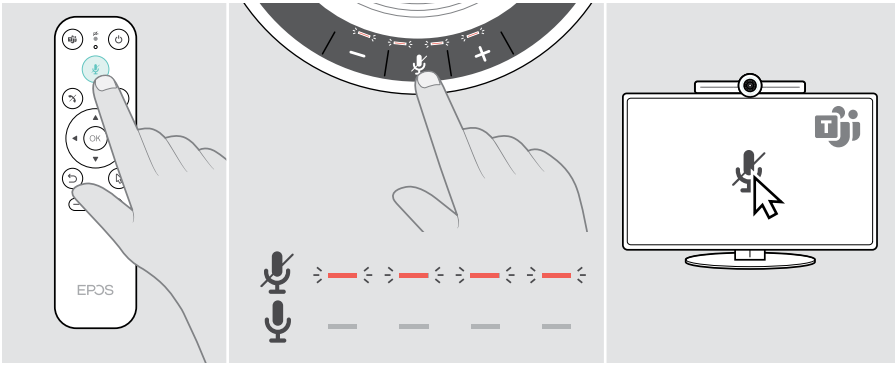
1 remote control,
2 speakerphone or
3 Microsoft Teams on-screen menus



Muting / unmuting the microphone

You can mute or unmute the microphone in a meeting via:

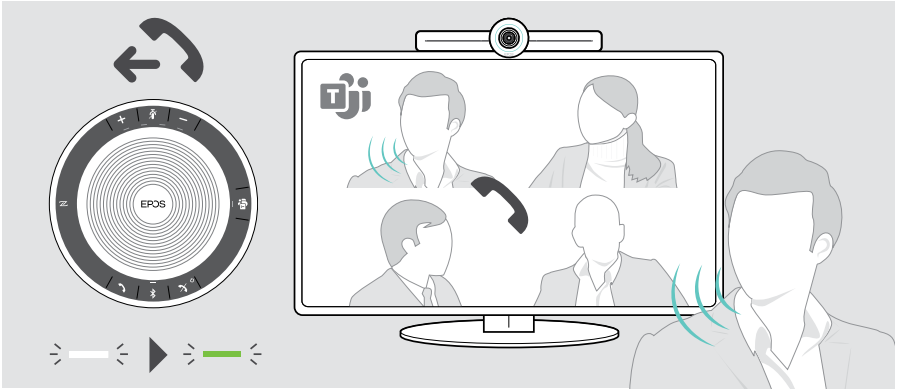
1 remote control,
2 speakerphone or
3 Microsoft Teams on-screen menus



Joining meetings / calls

You can join and control meetings and calls via Microsoft Teams, the remote and the speakerphone (see EXPAND SP 30T User Guide).

> Join your meeting or initiate a call via the Microsoft Teams on-screen menus. The speakerphone LED lights up green.



Good to know

Mirroring the screen

You can use Miracast to display content on the connected screen, e.g. by using the “project” function in Windows.

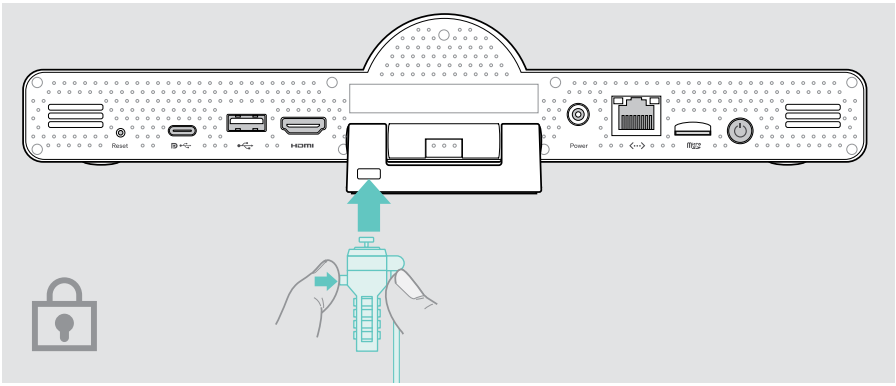
> i This function is for local content sharing, not for sharing content in Microsoft Teams meetings.

It is possible to change the screencasting name of the device in the settings menu.

Using an optional Kensington® lock

You can secure your collaboration bar e. g. on a table of a meeting room with an optional Kensington lock.

> Follow the instructions for your Kensington lock.



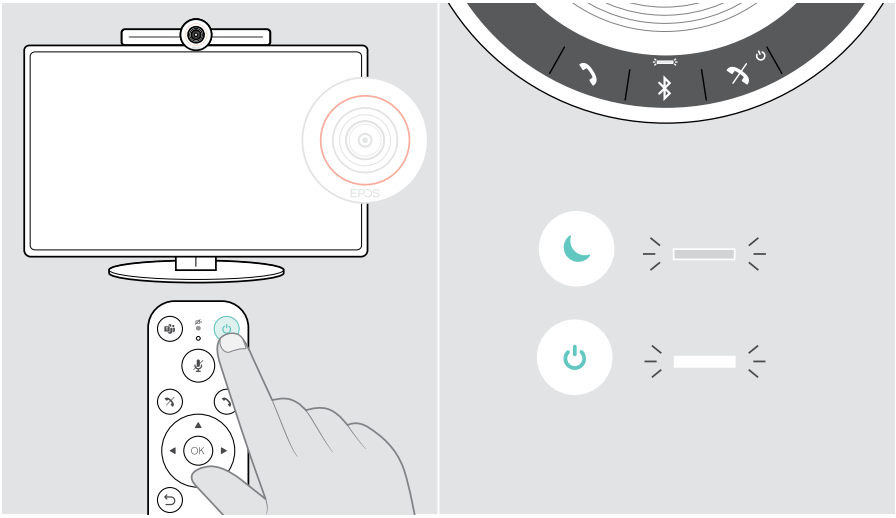
Standby mode & waking up

The collaboration bar turns to standby mode, if:

- you have activated backlight timer in the settings (see page 31) or
- you press the power button on the remote or on the back of the collaboration bar.
  The LED ring lights up dimmed red. The speakerphone turns to standby too (activity LED dimmed, all other LEDs off).

To wake up the collaboration bar and the speakerphone:

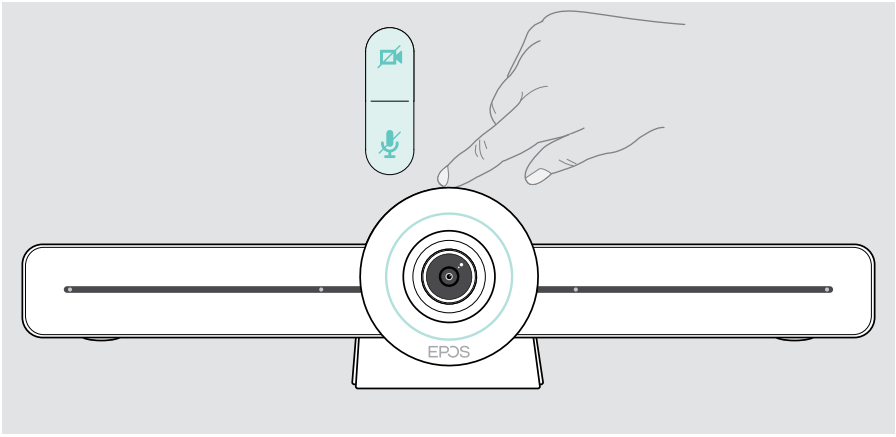
> Press any button on the remote control or the power button on the collaboration bar.
  The LED ring lights up mint.



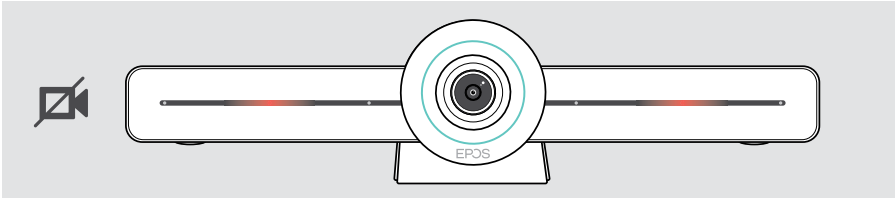
Using the privacy buttons

For additional privacy, the collaboration bar is equipped with hardwired switches for disabling the camera and/or microphones.

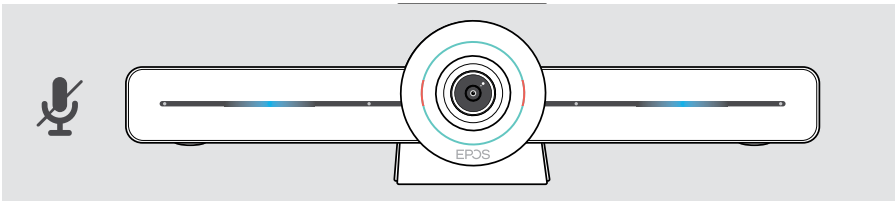
> Press the button on the collaboration bar to activate / deactivate the camera or microphones.



Camera deactivated: Privacy mode



Microphones deactivated: Privacy mode



i

If the privacy mode is activated, the only way to enable it is via the privacy switches.

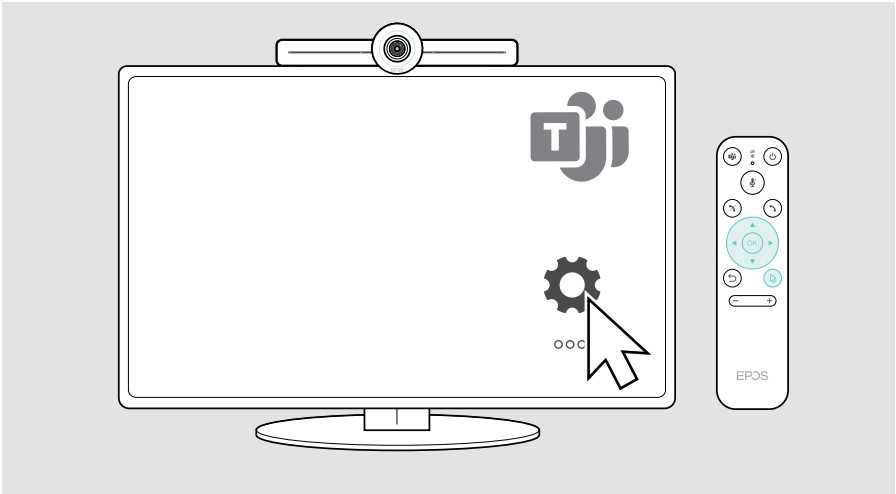
The switches are intended for additional privacy and not to be used during Microsoft Teams meetings.

Changing VISION 3T settings

The on screen settings menu is used for e.g. setting up, configuring and personalizing the device – for example:

- Network and wireless devices connections
- Camera controls
- Display settings
- Language

i The Admin settings are password protected - default password: 0000.



Maintaining & updating products

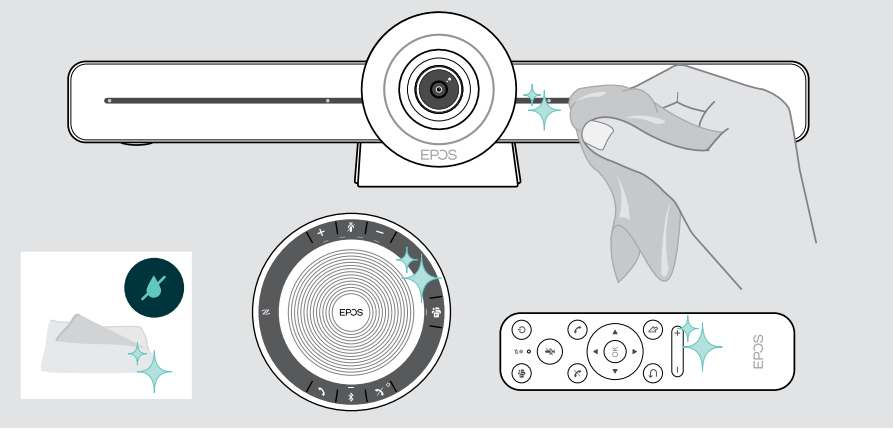
Cleaning the products

CAUTION

Liquids can damage the electronics of the product!

Liquids entering the housing of the device can cause a short circuit and damage the electronics.

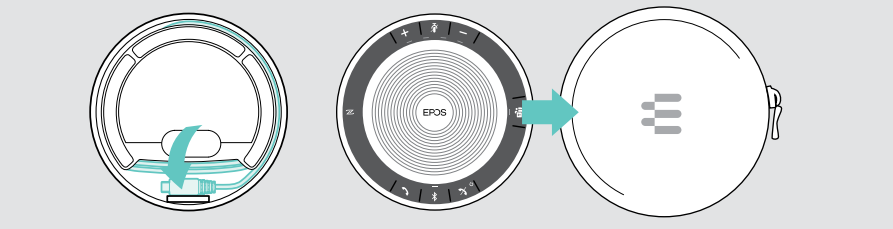
- > Keep all liquids far away from the product.
- > Do not use any cleansing agents or solvents.
- > Use a dry cloth to clean the product only.



Storing and carrying the speakerphone

Store the speakerphone in a clean and dry environment. When not in use, store the product in the carry pouch. This will help to avoid scratches and keep the product in good condition.

- > Wind up the USB cable and put the speakerphone in the Carry pouch.

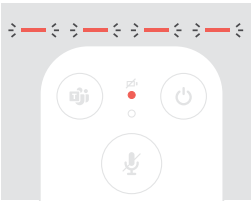


Updating the firmware

Updates for EXPAND VISION 3T will be made available through the Microsoft Teams admin center, and will be downloaded and installed automatically – once enabled by the IT-administrator.

You can update the firmware of your speakerphone by using the free **EPOS Connect** software (see EXPAND SP 30T User Guide).

Replacing / removing the batteries



If the remote batteries are almost empty, the remote LED flashes red.

> Replace or remove the remote control's AAA Alkaline batteries as shown on page 21.

The rechargeable battery of the speakerphone must only be replaced or removed by an authorized EPOS service center.

> Contact your EPOS service center if the rechargeable battery needs to be replaced. To find an EPOS service partner in your country, visit www.eposaudio.com.

i If you do not use the speakerphone for extended periods of time it is recommended to charge it every 3 months.

If a problem occurs...

If a problem occurs that is not listed here or if the problem cannot be solved with the proposed solutions, please contact your local EPOS partner for assistance. To find an EPOS partner in your country, search at www.eposaudio.com.

Collaboration bar solutions

Problem	Possible cause	Solution	Page
Microsoft Teams call can not be established	Firewall is blocking the call	> Check and change the network firewall settings based on Microsoft Teams guidelines.	–
Camera image not displayed correctly	Camera position not optimal	> Change the camera positioning and zoom level.	25
Mouse pointer not visible on screen	Mouse pointer disappears after a while	> Press the remote control's arrow button.	–
No audio	Connector not inserted correctly	> Check the cable connection.	15
	Privacy mode for microphone active: collaboration bar front LEDs blue	> Press the mute button on top of the collaboration bar.	30
	Speakerphone is turned off	> Press and hold the Power on/off button for 2 seconds.	–
Low video quality	Poor internet connection	> Check your internet connection performance.	–
	Plastic protection on camera lense not removed	> Remove the plastic protection.	–
No picture on connected screen/monitor or no video captured	Wrong input source selected on connected screen/monitor	> Change input on the screen/ monitor.	15
	Cable not connected properly	> Check the cable connection.	15
	Privacy mode for camera active: collaboration bar front LEDs red	> Press the camera button on top of the collaboration bar.	30
Remote does not react to any button press	Batteries empty	> Replace the batteries.	21
Collaboration bar does not respond	Collaboration bar has experienced an unexpected error	> Unplug and plug-in the power supply unit to reboot.	–

Speakerphone solutions

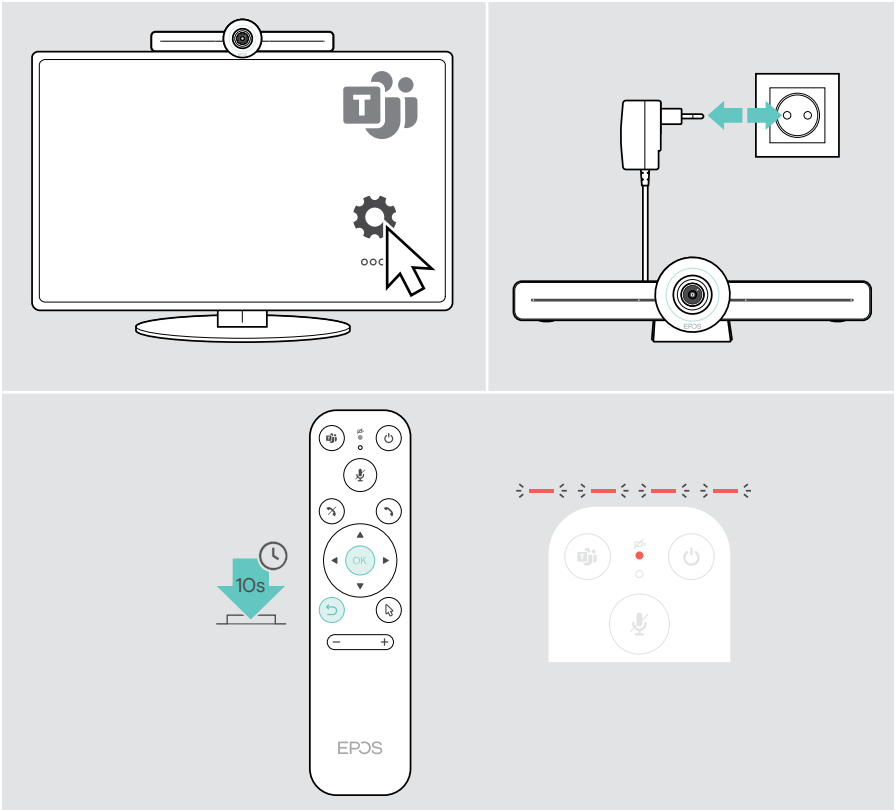
Problem	Possible cause	Solution	Page
No audio signal	USB connector not inserted correctly	> Check the connectors and the adapter.	19
	Volume is adjusted too low	> Increase the volume.	26
	Speakerphone is turned off	> Press and hold the Power button for 2 seconds.	–
Activity LED is dimmed and all other LEDs off	Speakerphone in standby mode	> Wake up the collaboration bar.	29
Speakerphone does not react to any button press	Speakerphone has experienced an unexpected error	> Press and hold the Power on/off button for 10 seconds to reboot.	–

For further solutions, check the EXPAND SP 30T User Guide on the product page at www.eposaudio.com.

Pairing a new remote

The included remote control is already paired to the collaboration bar. If you have replaced the remote control, you need to pair it.

> Connect a mouse (see page 23) or use the touchscreen for navigation.
> Enter the Settings menu > Device Settings > Other Settings > Unpair remote.
> Unplug and plug in the mains power supply, to reboot the collaboration bar.
> Hold the BACK and OK button on the new remote simultaneously until the Pairing LED on the remote control flashes red continuously.
  As soon as the collaboration bar is re-booted the remote will be automatically paired and the LED on the remote control turns off.



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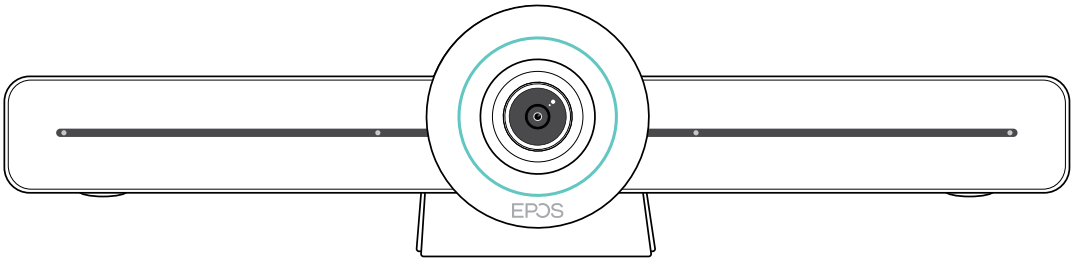

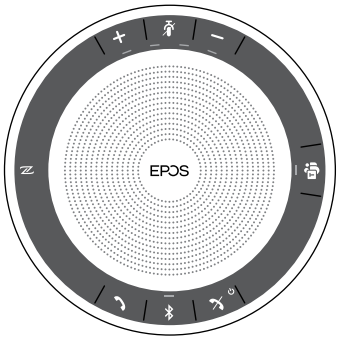

DSEA A/S

Kongebakken 9, DK-2765 Smørum, Denmark
www.eposaudio.com

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