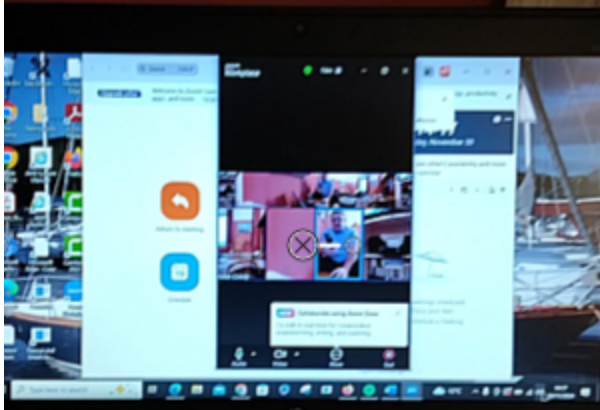


# KanDao Meeting Conference System

- Remove the KanDao Conference 360 from the box
- Remove the lower protective foam from the box and you will find the cables, note how these are stored as they have to go back the same way.
- Plug the power and USB C cables into the bottom of the KanDao Conference 360
- Place the system approx 1 metre or more from the expected speakers, it will pick people up upto 6m away so for larger groups or a whole room try to place it more centrally.
- Once in place press the top centre area labelled PUSH to expose the cameras
- Turn power on if you haven't already done so (done at the plug socket), You will see a blue light around the top of the main body of the device
- Now connect the USB cable to your computer
- If required, connect your computer to the TV using the HDMI cable



- Open Zoom, GoogleMeet or your meeting software of choice
- Once in a meeting it should have the KanDao device selected and you should see the room displayed.
- If not then you can go to audio setting and select the KanDao speakers and microphone, then; do the same for video settings
- You can mute from within the meeting or by using the microphone button on top of the device.
- You can adjust the volume using the plus and minus buttons on top of the device.
- To change the display mode you can press the mode button on the device, you should note that in most views it will take time to track to the speaker before displaying the image of that person, so if they say just one word it will hear them but the image may not lock on to them unless they say more.



- Once finished, push the camera back in until it locks down
- Remove the cables and return them to the bottom of the box.
- Place the bottom protector foam in the box
- Replace the cover over the KanDao Conference 360 and put it in the box, placing the capping foam protector back in place before securing the box closure.

Thanks for taking care of the device. 😊