



OfficeSuite HD Meeting[®]

Getting Started Guide for Room Connector

Congratulations on the purchase of OfficeSuite HD Meeting's® Room Connector feature. This guide is designed to walk you through the one-step configuration process and provides helpful instructions on how to join into an OfficeSuite HD Meeting® from your existing meeting room system.

OVERVIEW

The H.323/SIP **Room Connector** is a gateway for H.323 and SIP room system devices. A list of room systems supported by **Room Connector** is located in **Appendix A**.

The number of **Room Connector** licenses you purchase equals the number of room systems that can join an OfficeSuite HD Meeting® at one time.

Anyone in your organization who has an OfficeSuite HD Meeting® participant license assigned to them can use **Room Connector** to have room systems join their meetings. This means that a room system can join into any OfficeSuite HD Meeting® hosted by your organization. There are two way a room system can join into an OfficeSuite HD Meeting®:

1. join by dialing into the meeting via the room connector gateway
2. join via a pairing code generated by the room connector gateway

CONFIGURING YOUR ENVIRONMENT FOR ROOM CONNECTOR

The following IP addresses must be accessible from your corporate network to connect to the room connector gateways. Please work with your **Network Administrator** to ensure connectivity to these IP addresses:

192.204.12.9

192.204.14.9

JOINING A ROOM SYSTEM TO AN OFFICESUITE HD MEETING®

1. DIAL METHOD

Dial into the room connector gateway from you room system. Check your room system device documentation if you do not know how to use its dial option.

Use one of the IP addresses listed above when following one of the dial options below.

On an H.323 device, dial one of the options listed below:

- **IP Address only**, then enter **meeting ID** on the welcome screen
- **IP Address##Meeting ID**, for example: 192.204.12.9##213746932
- For some Cisco/Tandberg devices: **2139746932@192.204.12.9**

On a SIP device, dial one of the options listed below:

- **IP Address only**, then enter **meeting ID** on the welcome screen
- **Meeting ID@IP Address**, for example: **213746932@192.204.12.9**

See H.323/SIP Room Connector Dial Strings in Appendix B for more dialing options.

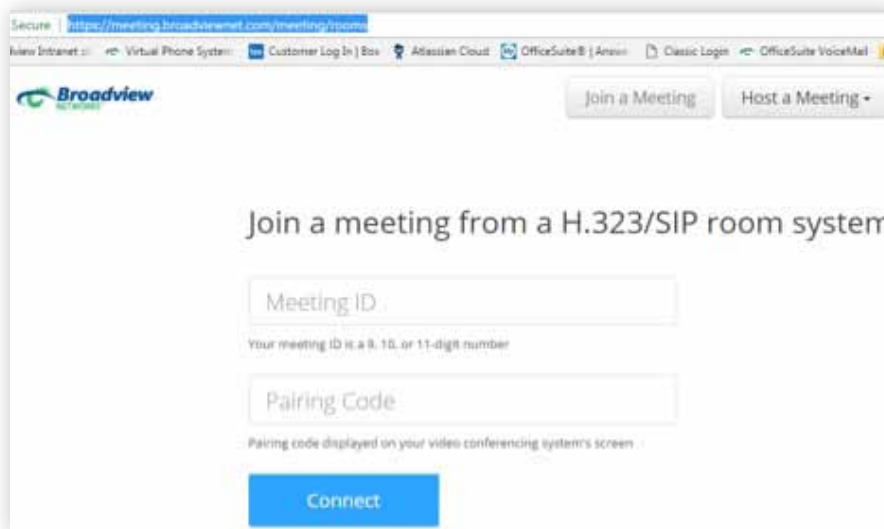
For more information or help using OfficeSuite HD Meeting®, visit www.broadviewnet.com/support or our online community at community.broadviewnet.com/broadview.

2. PAIRING METHOD

The room connector gateway generates a pairing code. The pairing feature allows you to join an H.323/SIP device to an HD Meeting without entering the meeting id from the device. This is helpful when the host has not started the OfficeSuite HD Meeting® yet and has not enabled the feature to 'join the meeting before host'.

The pairing code is only valid for one session. The steps below apply to both H.323 and SIP devices.

- From the room system, dial the **IP Address** only to connect to the welcome screen
- Enter the meeting id in the meeting id option, and the five character pairing code seen on the welcome screen into the pairing code option on the Broadview OfficeSuite HD Meeting® website: <https://meeting.broadviewnet.com/meeting/rooms> then press **Connect**.



The screenshot shows a web browser window with the URL <https://meeting.broadviewnet.com/meeting/rooms>. The page features the Broadview logo and navigation buttons for "Join a Meeting" and "Host a Meeting". The main heading is "Join a meeting from a H.323/SIP room system". Below this, there are two input fields: "Meeting ID" with a subtext "Your meeting ID is a 9, 10, or 11-digit number" and "Pairing Code" with a subtext "Pairing code displayed on your video conferencing system's screen". A blue "Connect" button is positioned at the bottom of the form.

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APPENIX A: SUPPORTED ROOM SYSTEM DEVICES

Polycom:

- VSX 7000*, 7000e*, 8000
- Group Series
- HDX 6000, 7000, 8000, 9000 series
- RMX 2000 MCU (MPMx cards)

Software version 7.5 or higher

LifeSize:

- Icon 600, 800
- Express 220
- Team 220
- Room 220, 220i

Cisco/Tandberg:

- Cisco SX10, SX20
- Cisco C20, C20 Plus, C40, C60, C90
- Tandberg 880 MXP
- Tandberg 6000 MXP

TelyHD:

- Tely 200
- TelyHD Pro

Aver:

- EVC 900, 130, 130P, 100

Huawei:

- VP9030, VP9050 and TE30

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APPENDIX B: H.323/SIP ROOM CONNECTOR DIAL STRINGS

To avoid the Room Connector welcome screen on your room system device and join directly in to your meeting, you can enter the meeting details into the dial string on the H.323/SIP device.

H.323 Dial String Format:

The full H.323 dial string format is:

[IP Address]##[Meeting ID]#[Password]#[Layout]

Note: For some devices, try: [IP Address]##[Meeting ID][Password]*[Layout]*

To enter a meeting in Gallery View (Default)

Meetings without a password:

[IP Address]##[Meeting ID]

Example: **192.204.12.9##123456789**

Meetings with a password:

[IP Address]##[Meeting ID]#[Password]

Example: **192.204.12.9##123456789#12345**

To enter a meeting in Active Speaker View

Meetings without a password:

[IP Address]##[Meeting ID]##11

Example: **192.204.12.9##123456789##11**

Meetings with a password:

[IP Address]##[Meeting ID]#[Password]#11

Example: **192.204.12.9##123456789#12345#11**

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SIP DIAL STRING FORMAT

The full SIP dial string format is:

[Meeting ID].[Password].[Layout]@[IP Address]

To enter a meeting in Gallery View (Default)

Meetings without a password:

[Meeting ID]@[IP Address]

Example: ***123456789@192.204.12.9***

Meetings with a password:

[Meeting ID].[Password]@[IP Address]

Example: ***123456789.12345@192.204.12.9***

To enter a meeting in Active Speaker View

Meetings without a password:

[Meeting ID].11@[IP Address]

Example: ***123456789..11@192.204.12.9***

Meetings with a password:

[Meeting ID].[Password].11@[IP Address]

Example: ***123456789.12345.11@192.204.12.9***

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