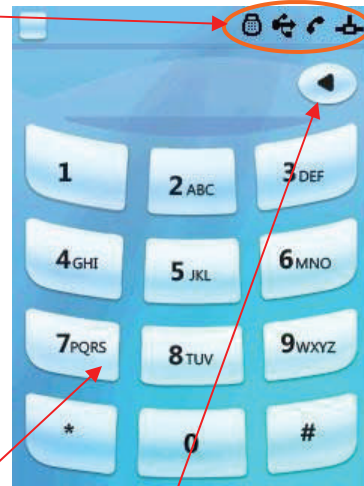


# System components and making phone calls

## Touch screen display

### Status indicators

Indicator	Description
	Indicates whether external dial pad is connected or not.
	Indicates whether the Polycom CX5000 is plugged into a computer.
	Indicates whether a phone line is connected to the Polycom CX5000.
	Indicates whether Ethernet is connected to the Polycom CX5000.



Use your finger tip to dial the phone number on the touch screen.

Use the backspace to erase digits when using on-hook dialing.

## Buttons and LED indicators

### Volume buttons

Adjust device volume up or down.

### Mute button

Toggle audio and video on/off.

### Phone button

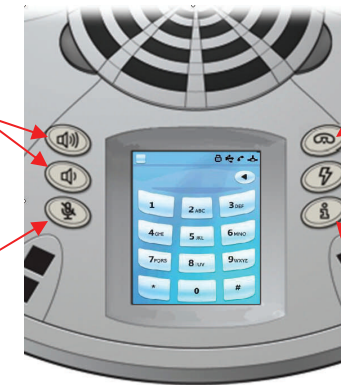
Make a call, answer a call, or to go off hook.

### Flash button

3 way calling or call Waiting.

### Info button

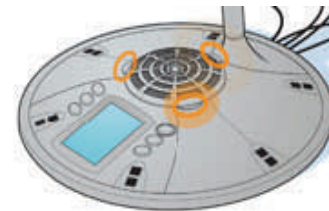
Device tutorial, software version, diagnostics, and speed dialing



### LED Indicators

*Blinking Green* — A call is incoming.

*Blinking Red* — The call is muted and video is paused.



*Green* — A call is in progress and/or an audio/video conference is in progress via a connected computer.

## Dialing and answering phone calls

### On-hook dialing

Dial the number using the touch screen dial pad and press the phone button to make the call.

### Off-hook dialing

Press the phone button to go off-hook and hear a dial tone, and then dial the number using the touch screen dial pad.

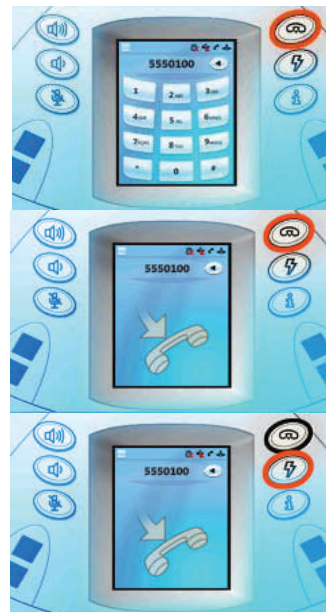
### Answering a call

When the phone rings, press the phone button to answer an incoming call.

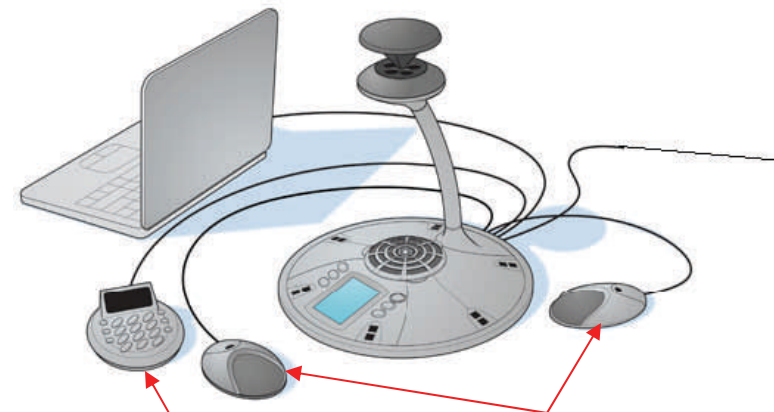
### Flash button

Use the flash button to answer a second call while the first one is in progress or to add a 3-party into an active call.

Check with your telephone service provider or administrator if call waiting or 3-way calling services are enabled on your phone line.



## External dial pad and satellite microphones



### External dial pad

Use the external dial pad to make or answer a phone call from where you are sitting. It functions like the touch screen dial pad.

### Satellite microphones

In large conference rooms, the satellite microphones can be placed in front of participants who are not sitting near the Polycom CX5000.

# Joining an Audio/Video Conference

## Computer connections

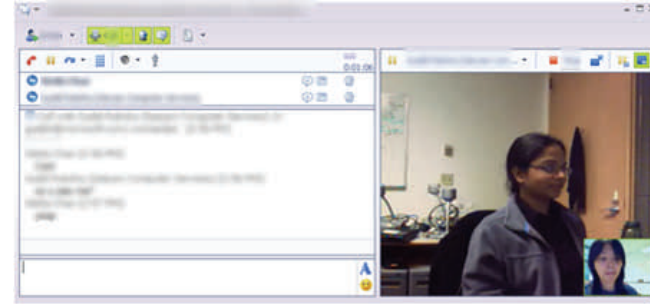
## Using the Polycom CX5000 with instant messaging applications



### Connections to computer:

Make the following connections to the computer used for the conference:

- Plug the Polycom CX5000 USB cable into the computer.
- To maximize CPU speed, run the computer off of AC power (not battery power).
- To maximize network bandwidth, use a wired Ethernet connection (not wireless) into the computer.



The Polycom CX5000 works with instant messaging applications such as Microsoft® Office Communicator 2007 or the latest version of Windows Live™ Messenger.

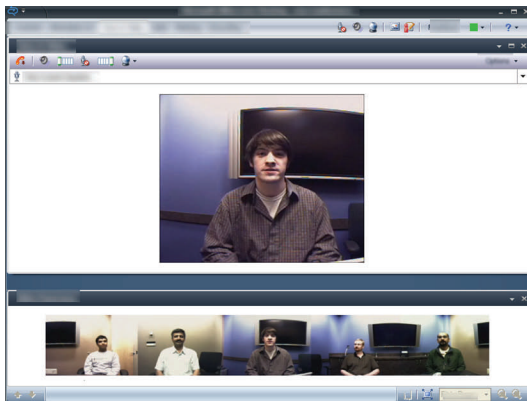
Connect the Polycom CX5000 USB cable to the computer being used for the instant messaging session. The Polycom CX5000 will pick up the audio and video from the room and make it available to the instant messaging application for transmission to all participants.

### Computer system requirements

- Operating system: 32 bit Windows XP™ SP2 or 32/64 bit Windows Vista™
- CPU Speed: 2.0 GHz or faster
- RAM: 2 GB or more
- Video Card RAM: 128 MB or more
- Wired Ethernet connection
- AC power plugged into the computer

## Using Microsoft® Office Live Meeting 2007

## Recording a Live Meeting session



- To schedule a Live Meeting, please refer to <http://go.microsoft.com/fwlink/?LinkID=87802>
- Install Microsoft® Office Live Meeting 2007 client.
- Connect the Polycom CX5000 USB cable to the PC being used for the Live Meeting session.
- Click on the meeting URL link in the email invitation for Live Meeting session.
- The Live Meeting client will launch.
- Click on the icons to send audio and video.



It is possible to record meetings using the Live Meeting client and Polycom CX5000. Archived meetings can then be reviewed at a later time to see and hear the people in the meeting along with an index of all data presented.

For more information: <http://www.polycom.com/>