ACCES
APPLICATION-CENTRED COMPUTATIONAL ENGINEERING SCIENCE

SCHOOL OF ENGINEERING
SCHOOL OF ARCHITECTURE, CIVIL & ENVIRON. ENGINEERING

ÉCOLE POLYTECHNIQUE
FÉDÉRALE DE LAUSANNE

ACCES CoViz Facility

USER MANUAL

(03 August 2015 – work in progress)

Contents

1. Quick Start User Guide

1. Preamble

The ACCES CoViz facility should be accessible with a minimum of knowledge of how to operate the hardware and software.

This guide is designed to provide users with the basic knowledge required to use the CoViz facility for both visualization and videoconferencing. Please contact acces@epfl.ch if additional information is required.

Information regarding the goals of the CoViz facility and the installed hardware and software can be found on the ACCES wiki (http://wiki.epfl.ch/acces.viz).

2. Starting your session

The CoViz facility is managed by a web-based control system. This is generally accessed from the Wacom tablet, but is also available e.g. on the mobile Samsung tablet. Both tablets have a touch screen.

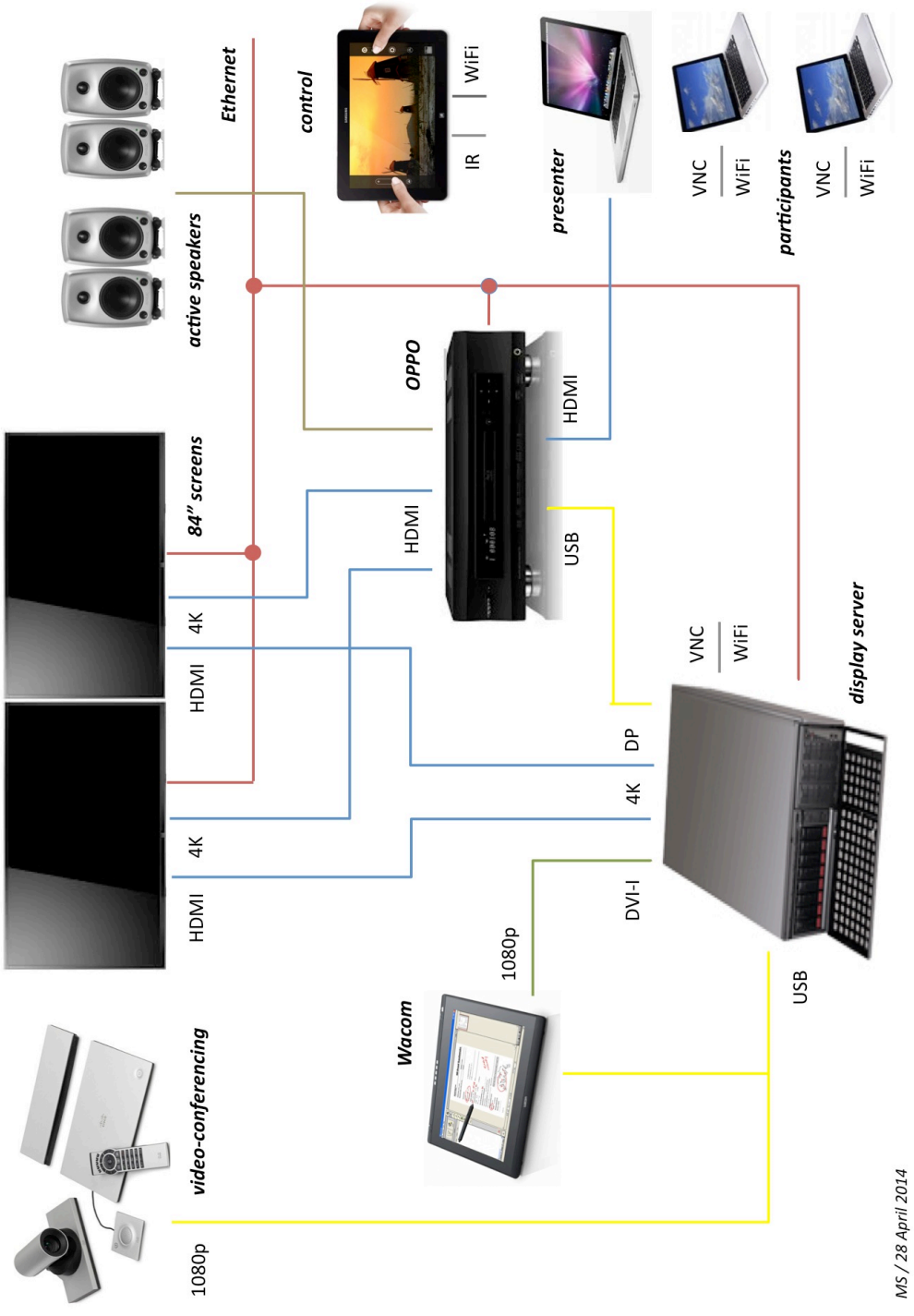
- Switch on the Wacom tablet (using button at top right)
- Logon with username "user" (there is no password required)
- Select the CoViz Control Panel (generally the default selection, but if not click on "control panel" icon at bottom left)
- Select "screens & sound" from the top horizontal menu (generally the default selection)
- Switch on the left and/or right main screens, by selecting the input source:
    - *off*: switch the screen off (at the end of your session)
    - *computer*: input from CoViz display server
    - *blueray*: input from OPPO Blu-ray player
    - *external*: input from e.g. laptop, Wacom tablet
    - *videoconf*: input from videoconferencing system

  You should hear an audible click from each screen when switched on, before a visual image appears a short time later.
- The sound can be similarly controlled using the "sound system" menu.
- If appropriate, from the top horizontal menu select:
    - *apps*: run application software via the control panel interface
    - *videoconference*: web control interface for videoconferencing
    - *media & demos*: general and lab-specific examples of presentations, images, movies and demos
    - *help*: useful information to assist operation

3. Closing your session

When finished with the CoViz facility, perform the following tasks using the Wacom screen:

- Close all of your applications
- Display the Control Panel (if not already visible)
- In the "sound and screens" menu, select *off* for both left and right screens and the sound system
- Switch off the Wacom screen (using button at top right)



2. Visualization

1. Using the graphics server

The graphics server (accessrv1.epfl.ch; 128.178.24.48) is installed in the 19-inch cabinet in the CoViz room. The Windows 7 operating system is installed, with the three screens configured in an extended desktop:

Wacom tablet Left main screen Right main screen

Individual windows can be placed on selected screens by:

- Manually dragging the window with the mouse,
- Using screen selection menu within the application software (if available).

A number of application software is installed on the graphics server; see the ACCES wiki (http://wiki.epfl.ch/acces.viz) for more details.

The applications and file system are accessed via the Wacom tablet:

- Select "screens & sound" from the top horizontal menu (generally the default selection)
- Switch on the left and/or right main screens, by selecting the input source:
  - *computer*: input from CoViz display server
- Run your application just as in a standard Windows 7 PC.

2. Using an external laptop

It is possible to connect your own laptop as an external source, and show the display on one (or both) of the main screens:

- Connect the laptop to system via the HDMI cable labelled "external 1" next to the Wacom tablet (different connectors are available on request)
- Select "screens & sound" from the top horizontal menu (generally the default selection)
- Switch on the left and/or right main screens, by selecting the input source:
  - *external*: input from laptop
- Run your application as in normal operation.

3. Using a USB memory stick

It is possible to transfer data from a USB memory stick to the display server, for example, to show a presentation:

- Connect the USB memory stick to a "Data" input on one of the three available USB 3.0 ports (black half golf balls located on the 19" rack)
- Copy your presentation files to desktop of the display server
- Set up the Wacom control panel as indicated above in "1. Using the graphics server"
- Run your application (e.g. PowerPoint, Adobe Acrobat) as in normal operation
- Remove your files from the desktop when no longer required. (Note: desktop files will be removed without notice. For more permanent storage, use the Scratch directory on the display server file system.)

4. Displaying the Wacom screen

It is possible to display the Wacom screen on one (or both) of the main screens:

- Connect the HDMI cable labelled "external 1" to the left side of the Wacom tablet
- Select "screens & sound" from the top horizontal menu (generally the default selection)
- Switch on the left and/or right main screens, by selecting the input source:
  - *external*: input from Wacom tablet
- Use the Wacom tablet as in normal operation.

5. Control devices

The Wacom and Samsung tablets both have touch screens. However, in addition, various devices are available for controlling the information on the screens.

- *Gyration gyromouse*

  Wireless device that functions on a table as an ordinary mouse, or in the air as a 3D gyroscopic mouse (click button on lower surface).

  This device allows content manipulation while in front of the screens.

- *3Dconnexion SpaceNavigator*

  Wireless, table-based mouse with 3D capabilities. Requires compatibility with application software being used.

- *Smartphone / Tablet*

  ParaView can be controlled wirelessly on either iOS or Android devices using the Mobile Remote Control plugin.

6. Using the render server

The rendering and remote visualization server (accessrv2.epfl.ch; 128.178.131.196) is installed in the 19-inch cabinet in the server room INJ 019. The Debian Linux operating system is installed.

The main supported software packages are ParaView for remote visualization and Blender cycles for GPU rendering.

See the ACCES wiki (http://wiki.epfl.ch/acces.viz/renderserver) for general guidelines on using this server.

3. Videoconferencing

1. Preamble

The ACCES CoViz facility is equipment with a high-quality videoconferencing system that can be used to connect to up to 4 external participants.

The system is based on a Cisco SX80 codec, which includes SpeakerTrack cameras and a touch control panel (see below). This choice is consistent with the UC system (telephones, videoconferencing) being installed at EPFL. The SpeakerTrack system includes a microphone matrix that allows the cameras to be automatically oriented in the direction of the person speaking.

The Jabber software is used for communication, with three different possibilities:

- *Jabber Softphone* – complete software to be installed on Windows or Mac OSX (see: http://uc.epfl.ch/jeveuxmonjabber); uses the EPFL server uc-pres.epfl.ch
- *Jabber Guest* – provides a light web access on Windows or Mac OSX requiring a browser plug-in (e.g. call CoViz room using https://jabberguest.epfl.ch/call/35560)

The basic functionality of the SX80 is described on the following Cisco Quick Reference Guide and also in the ACCES wiki (http://wiki.epfl.ch/acces.viz/videoconference).

Tips:

- To share content, the machine with the presentation must be connected directly to a "PC input" connection of the SX80 via an HDMI cable.
- The SpeakerTrack cameras can be operated manually in an independent manner via the menu obtained by clicking on the camera icon at the top right of the control screen.

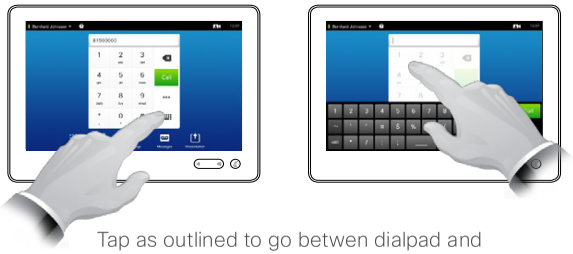
Calling someone

1. Tap **Dial**, as outlined.

2. Key in the number, as outlined.

3. When the number has been keyed in, tap the **Call** key to place the call.

Keyboard layout



Tap as outlined to go betwen dialpad and alphanumerical keyboard.

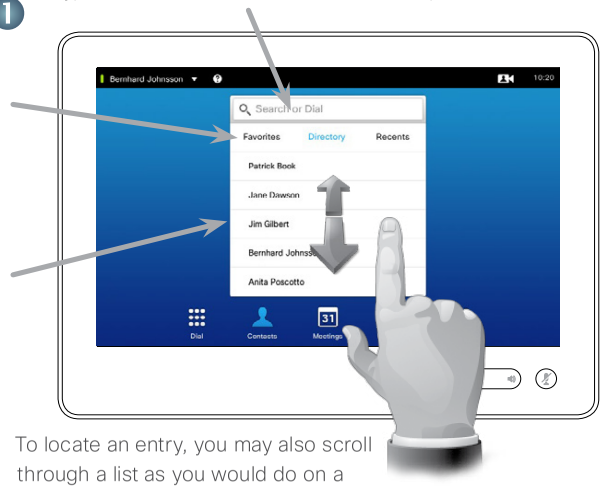
Using the list of contacts to call

To search for someone, tap here to invoke the virtual keyboard and then key in the name or number. Matches will appear as you type. All three lists will be examined for possible matches.

1.

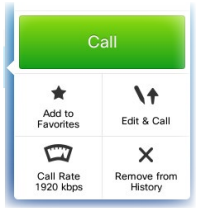
If you are going to look in a specific list only, tap the corresponding tab first.

Any matches will appear here. Tap to select an entry. The selected entry will appear on a blue background.



To locate an entry, you may also scroll through a list as you would do on a smartphone. Tap to select an entry.

2.



When an entry has been located and selected the *Call* menu will appear.

Tap **Call** to place the call. There are some options available. These are always context sensitive, which means that meaningless options are not shown. For example **Add to Favorites** is not available for entries already residing in the list of *Favorites*.

Initiating a video conference (optional feature)

Method A (Multisite):

In a call tap **Add**.

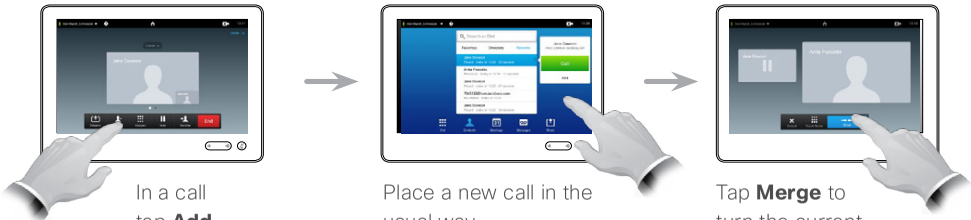
Search or dial in the usual way.

Tap **Add** to turn the current call into a conference.

Repeat the procedure to add more participants.

Tap **END** to terminate the conference.

Method B (MultiWay/CUCM):



In a call tap **Add**.

Place a new call in the usual way.

Tap **Merge** to turn the current call into a conference.

Repeat the procedure to add more participants.

Tap **END** to terminate the conference.

Sharing content

Make sure your presentation source is switched on and connected to the video system before you tap **Presentation**.

1

Make sure your source is connected and on. Tap **Presentation**, as outlined.

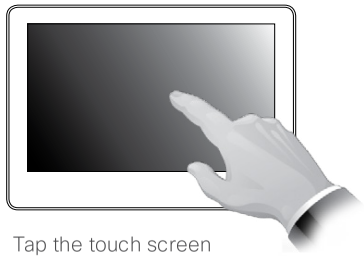
2

Scroll horizontally (**a**), if needed, to locate the required source, as outlined. Then tap **Present** (**b**). You should now see the presentation on the screen.

3

When the presentation is over, tap **Stop Presenting**, as outlined.

A tour of the Touch pad



Tap the touch screen to wake up the system, if needed.

Tap a button to activate its function.

Scroll in lists as on a smart phone.

Tap the upper left corner to activate /deactivate the *Do not disturb* feature, to activate / deactivate the *Standby* feature, and to access the *Settings*.

Tap the **?** to contact or access the *Help desk*, if available.

Tap the **Camera** icon to activate self-view and camera settings.

Time of day is indicated in the upper right corner.

Tap **Presentation** to start sharing content and to conduct presentations.

Press the **Microphone** button to mute / unmute microphone.

Tap **Dial** to invoke the dial pad.

Tap **Contacts** to invoke the list of contacts including *Favorites*, *Directory* and *History*.

Tap **Meetings** to invoke a list of upcoming scheduled meetings.

Tap **Messages** to invoke the voice mail system, if applicable.

Press and hold the left side of the **Volume** button to decrease the loudspeaker volume and the right side to increase the volume.

4. CoViz room access

1. General access

The ACCES CoViz room is accessed via a Camipro SALTO offline system. Access is restricted to authorized people, who have validated their Camipro card (see below).

There is no key access to the Coviz room.

If your Camipro card does not have authorization, please ask any of the following for access to the room:

- THEOS secretary, Irène Laroche (Room MXC 336)
- a THEOS member in a neighbouring room
- in case of emergency: David Geissbühler (Room MXD 334, Tel: 36881)
  Mark Sawley (Room ELB 113, Tel: 36965)

2. Requesting Camipro access

Should you have need to access regularly the CoViz room, please contact acces@epfl.ch for authorization of your Camipro card. This procedure generally takes some time

Once your name is included in the Camipro database for the room, you will need to validate your card by the following steps:

1. validation at a Camipro Oscar station (e.g. in the entrance hall of the ELB building)
2. pass card at a Camipro hotspot reader (e.g. at the entrance to SV 094.7)

More details can be found on the accompanying instruction sheet.

Système contrôle d'accès SALTO Offline

1. Le nouveau système de contrôle d'accès SALTO mis en place dans vos locaux

2. Ce nouveau système nécessite la segmentation des cartes CAMIPRO pour ce faire il faut passer une fois votre carte dans une borne CAMIPRO (OSCAR) et valider les données :

Emplacement des bornes CAMIPRO :

Voir Plans EPFL :

3. Une fois ceci effectué, vous devez présenter votre badge CAMIPRO devant un lecteur HOTSPOT (laisser votre badge env.10sec. Afin d'écrire vos droit d'accès sur votre Badge

HOTSPOT CAMIPRO

1. Lecteurs périphérique du bâtiment BI
2. Lecteur entrée BS 94.7
3. SV 094.17
4. STCC sous-commission

5. Contact details

For general information

- Mark Sawley, ACCES-STI, ELB 113 (Tel: 36965)

For technical information

- David Geissbühler, LTP-IMX-STI, MXD 334 (Tel: 36881)
- Mark Sawley, ACCES-STI, ELB 113 (Tel: 36965)

For administrative information (e.g. room reservation and access)

- Irène Laroche, THEOS-IMX, MXC 320 (Tel: 31128)
- Sylvie Moreau, STI-GE, ELB 113 (Tel: 36868)
- Lysiane Bourquin, IMT-GE, MC A4 304 (Tel: 54343)
- Carole Burget, ENAC-GE, GC A2 445 (Tel: 36302)
- Géraldine Michau, LSMS-IIC, GC A2 485 (Tel: 32452)