

Conference Voice Mate

User Manual

Free Internet Calls for the Whole World



VoiceGear 

1 Introduction

1.1 Summary

Conference Voice Mate is a Skype-compatible conference phone which features great voice quality and amazing versatility for all your Internet conferencing needs. Conference Voice Mate includes a high-quality speakerphone complemented by hardware-based DSP for a truly amazing sound reproduction making it a perfect choice for conference rooms anywhere.

1.2 Features

1. 48 KHz sound sampling rate for voice
2. Built-in DPS for echo cancellation and noise reduction
3. Supplied earphone for private conversations
4. Fully compatible with both Macs and PCs
5. Fully compatible with most major VoIP clients including Skype

1.3 System Requirements

1. Windows 2000/XP/Vista or MacOS X
2. 400MHz Pentium processor or equivalent
3. Free USB1.1/2.0 compatible port
4. 128MB RAM and 15MB free disk space
5. Broadband connection or minimum 56 Kbps dialup

1.5 Package Contents

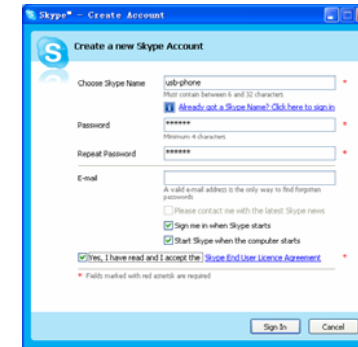
1. One Conference Voice Mate
2. One earphone
3. One USB cable
4. One user manual
5. One warranty card

2 Installation Instructions

2.1 Setup and Configure Skype


1. Download and install the latest Skype (www.skype.com)
2. Run Skype and log in with your Skype account

Tip: If you don't already have a Skype account, you can create it during the Skype installation as shown in the screenshot below.



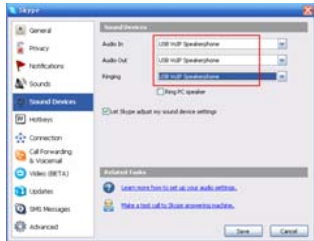
After Skype is installed and started, the icon will appear on the system tray as shown



Green checkbox indicates the Skype is successfully connected to Internet. If the icon is shown as , please check your Internet connection and try logging into Skype again.

Note: For help with installing Skype on Windows, please visit:
<http://www.skype.com/help/guides/>

1. After Skype has been successfully started, open the Skype window and select the following: Tools → Options → Sound Devices. The window shown below will appear:



2. For Windows XP or higher systems, select “USB VoIP Speakerphone” for “Audio In”, Audio Out” and “Ringing” and click Save
3. For Windows 2000 operating system, select “USB Audio Device” for “Audio In”, Audio Out” and “Ringing” and click Save

3 Operating the Phone

3.1 Speakerphone Functionality



Mute Microphone

1. Press once to mute the microphone
2. Press once more to disable the mute
3. While microphone is muted, remote party will not be able to hear you

Mute Speaker

1. Press once to mute the speaker
2. Press once more to disable the mute
3. While speaker is muted, you will not be able to hear the remote party

Volume Up/Down

1. Press Volume+ to increase the speaker volume
2. Press Volume- to decrease the speaker volume


LED Indicator

1. The indicator is activated when the Conference Voice Mate is connected to the computer
2. The indicator will flash every 0.25 seconds when the speaker is muted
3. The indicator will flash every second when the microphone is muted



3.2 Making a Call

All conference calls have to be initiated from a VoIP client such as Skype running on your computer. Conference Voice Mate does not provide a facility for dialing numbers on the device itself.

Call a User from Contacts List on a PC

1. Open Skype window and click on the desired contact
2. Press  to start a call

Call a Regular Phone Number

1. Open Skype Window and either switch to keypad or highlight the address bar
 2. Enter "00" + "country code" + "area code" + "phone number", then press 
 3. For country code, you can enter "+" instead of "00"
- For example to call someone in Toronto, Ontario, please dial 0014161234567, and then press 

----- 001	----- 416	----- 1234567
country code	area code	destination number

Note: In order to dial regular phone numbers, you need to have SkypeOut credits. To obtain SkypeOut credits online, please visit www.voicegear.ca/skype.



3.3 Using the Earphone

1. To talk privately, plug in the supplied earphone as shown:



2. Once the earphone is plugged in, all voice is routed to it and the speaker is turned off
3. To turn the speaker back on, disconnect the earphone

3.4 Answering Incoming Calls

1. When an incoming call comes in, Conference Voice Mate will ring
2. To answer a call, press  button on the Skype client
3. To refuse a call, press  button on the Skype client
4. To take a call privately, plug in the earphone as shown in section 3.3

4 MacOS X Instructions

4.1 Audio Device Settings on MacOS X

In case there is no audio coming from the phone, please complete the following steps:

1. In Skype Preferences → Audio, select "USB Audio Device" as the Audio output, Audio input and Ringing:



2. In Mac System Preferences → Sound → Input and Output, use default system audio device, for example, "Internal Speakers"

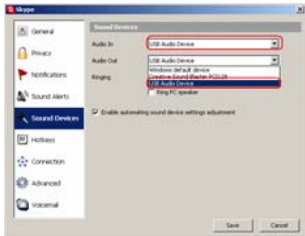
5 Troubleshooting

Problem 1: Voice is Not Heard on the Phone

The voice is played from computer speakers instead of the Conference Voice Mate or not at all when I place/answer a call.

Solution:

1. Open the Skype client
2. Select Tools → Options → Sound Devices
3. Window will appear as shown below:



4. For Windows XP or higher systems, select “USB VoIP Speakerphone” for “Audio In”, Audio Out” and “Ringing” and click Save
5. For Windows 2000 operating system, select “USB Audio Device” for “Audio In”, Audio Out” and “Ringing” and click Save

6 Regulatory Notes

CE Mark Warning

This is a Class B product. In a domestic environment, this product may cause radio interference, in which case the user may be required to take adequate measures.

FCC Statement

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

- (1) This device may not cause harmful interference, and
- (2) This device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communication. However, there is no guarantee that interference

will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Warning: Changes or modifications made to this equipment not expressly approved by the manufacturer may void the FCC authorization to operate this equipment.

7 Disposal of the Equipment



Do not on any account put your old equipment out with the domestic refuse.

For the sake of the environment, please use your local authority's collection point set to return and recycle old electric and electronic equipment.

You can find out which recycling firm is responsible for your neighborhood by contacting your local authority.



Batteries must not be put in the domestic refuse either!

All consumers have a statutory duty to take all batteries to a collection point in their municipality / district or to a retail store so that they can be disposed of in an environmentally-friendly way regardless of whether they contain toxic substances.

All batteries should be fully discharged before they are returned for disposal.