



# MONDOPAD 2.0 FOR WINDOWS® 10

## Quick Start Guide



# HARDWARE SETUP

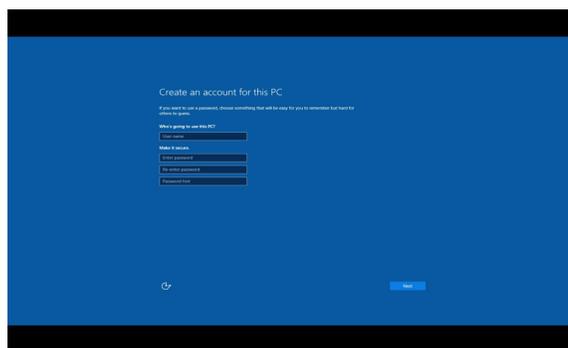
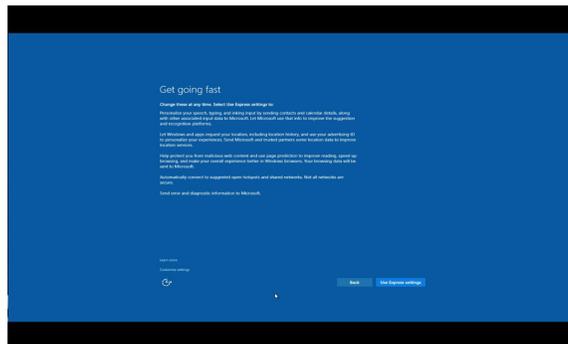
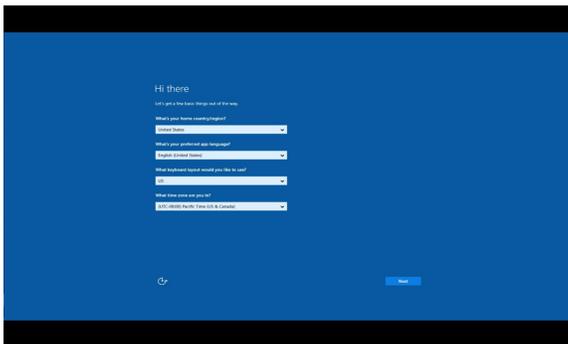
- 1) The Mondopad device should be installed in an upright landscape position.
- 2) All cables should be connected to the Mondopad device, camera, and sound bar.
- 3) The Mondopad device and sound bar should be turned on (toggle both power switches to the ON position).
- 4) Press the power button on the side panel of the Mondopad device.
- 5) Wait 2-3 minutes for Windows to complete its internal processes. The device may reboot up to 2 times without intervention. This is normal.
- 6) If desired, verify that a keyboard and mouse are ready to use. A wired or wireless Internet access point is also required.

# WINDOWS SETUP AND REGISTRATION PROCESS

The following section will guide you through the Microsoft Windows®, Mondopad™, and Microsoft Office® process. For detailed instructions, see the Mondopad Software Guide at [www.infocus.com/support](http://www.infocus.com/support).

## Microsoft® Windows 10 Setup

Using a keyboard and mouse, follow the Windows prompts to define your region and default language, accept the end-user license agreement, define Express or Custom settings (includes personal preferences, privacy and security settings, network, and diagnostic settings, etc.), and create a user account. If prompted to do so, enter the product key during this setup process.

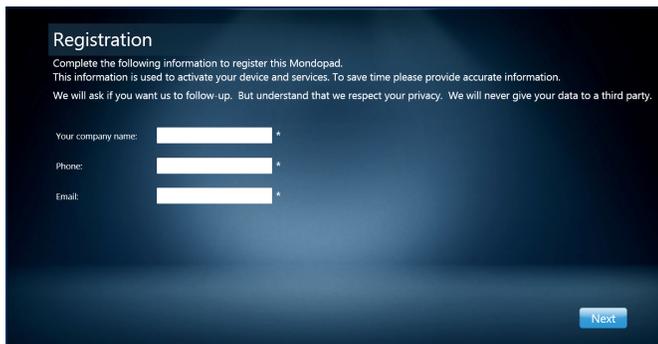
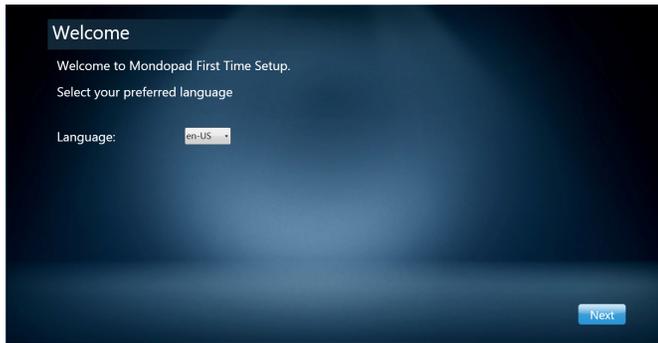


### NOTES:

- If you are connected to the internet via a wired connection, you do not need to set up wireless settings. In that case, tap **Skip the step**.
- After finishing the Windows setup, the display is ready for you to use.

# Mondopad Software Registration

After finishing the Windows setup, the Mondopad device will restart, and the Mondopad registration process will begin. Allow 3-4 minutes for this to complete. Follow the prompts to choose the Mondopad software language and register the device with InFocus.

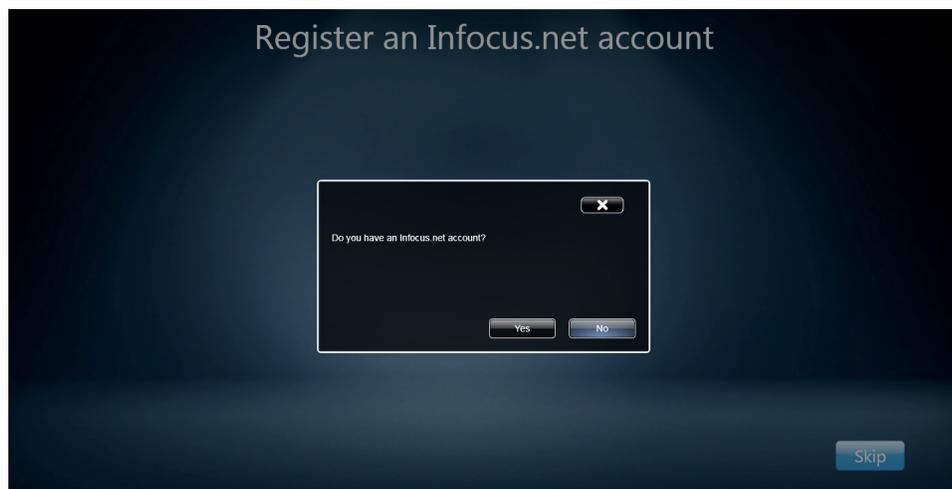


## NOTES:

- 1) The default Administrator Access Code is 1111, however this code can be customized later.
- 2) If Mondopad does not register successfully, call InFocus Support at 1-877-388-8360.

# InFocus.net Registration

You will be prompted to set up an InFocus.net account. Follow the prompts to set up an account if desired.

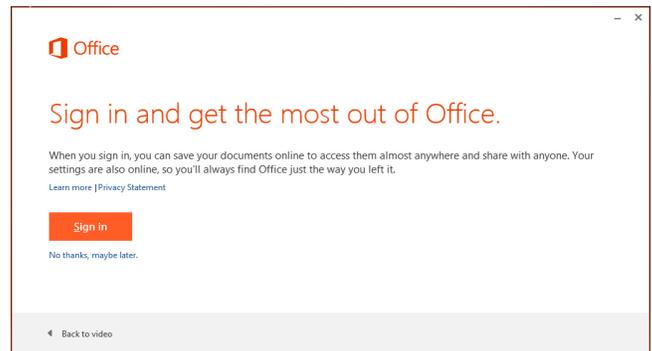
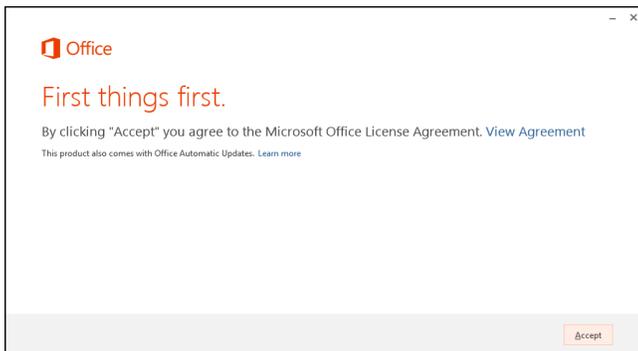
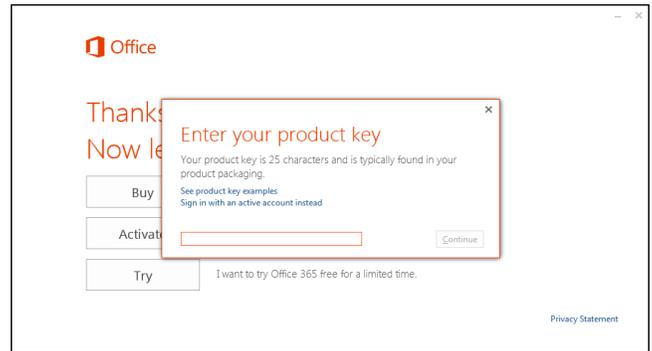
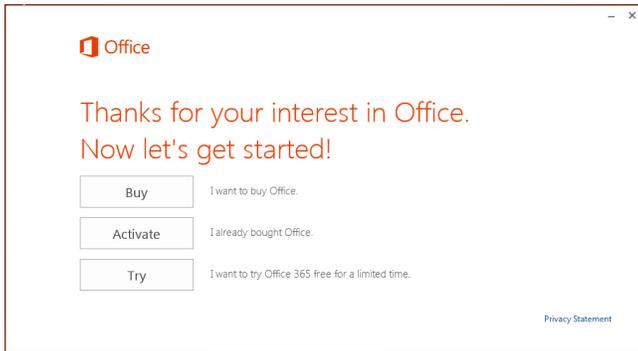


# Microsoft Office Activation

Once the Mondopad registration process is complete, the Microsoft Office Activation process should begin automatically.

If it does not start automatically, go to the Windows Start menu and open any Office application, such as PowerPoint. Navigate to File > Account. Then click Activate Product. Follow prompts to enter your email address and password information. Click Sign In. When complete, click Update Options. Click Update Now unless another option is preferred. The Windows application restarts. Follow prompts to complete Office Activation. Note: You must install all updates to finish the activation process.

Screen prompts vary depending on the situation. Microsoft Office® is included with your Mondopad Purchase, however licensing restrictions for this version of Office require that each copy be activated separately online per device.

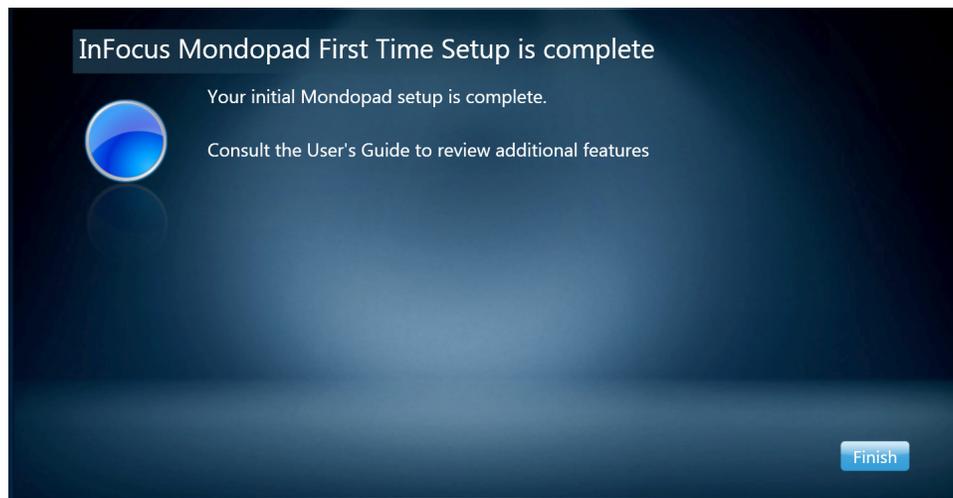


## NOTES:

- 1) Locate the Microsoft Product Identifier card (which is either taped to the back of the monitor or in the Mondopad documentation package). **IMPORTANT:** Keep this card in a safe place for future reference.
- 2) If prompted to do so, enter your product key.
- 3) If prompted to do so, **Choose the installation you want**, tap **Install Now**.
- 4) If internet access is not available during the activation process, you will be required to register at a later date.
- 5) If prompted with the Help Protect and Improve Microsoft Office window, tap **Don't make changes**. This prevents interruptions during Mondopad™ presentations and conference calls and allows you to perform updates at your convenience.
- 6) If required, you may install your own version of Office, provided that it includes the applications and tools native to the Microsoft Office Home and Business edition: Word®, Excel®, PowerPoint®, etc. Office Starter Edition and 3rd-party Office equivalents will not function.

# Mondopad First Time Setup Completion

Tap **Finish** to restart the Mondopad device.



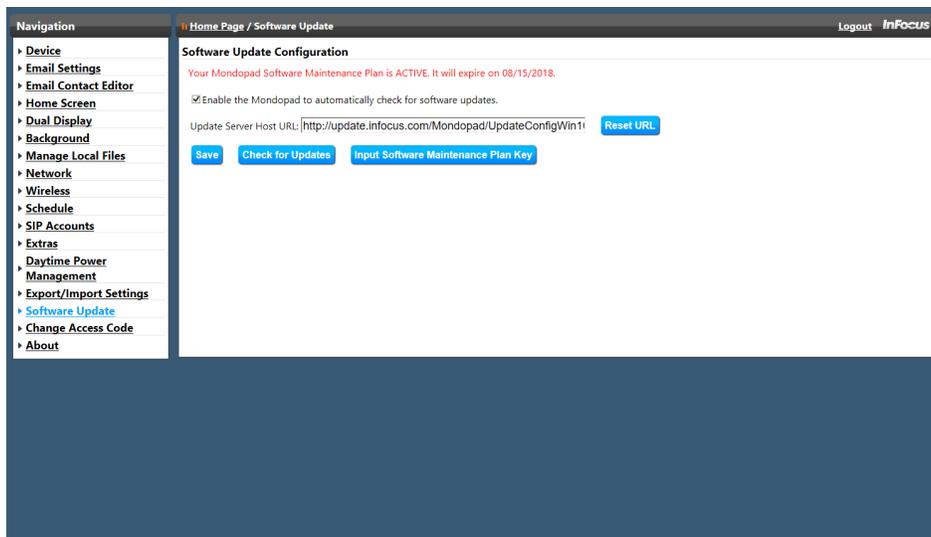
## NOTES:

- 1) Be aware that if Windows Update is active your user base may be negatively affected as the update process may occur during a Mondopad working session.
- 2) InFocus reviews Windows updates constantly and does its best to ensure Mondopad software compatibility, however we recommend that caution is advised when running a Microsoft Windows update.

# MONDOPAD SOFTWARE UPDATE



- 1) Once the Mondopad device restarts, the Mondopad Home page displays.
- 2) Tap **Browser**.
- 3) Tap the **Mondopad Admin** address in the Favorites column, or type **http://localhost/admin** in the browser window.
- 4) Type the **Admin Access Code** (by default, "1111") and tap **Login**.
- 5) Navigate to **Software Updates**.



- 6) If you have purchased a software maintenance plan, tap **Input Software Maintenance Plan Key**.
- 7) Follow the screen prompts to add the Software Maintenance Plan Key.
- 8) Tap **Check for Update**.
- 9) If an update was found, tap **OK**.
- 10) Once the update has been completed, the Mondopad device will restart. This can take up to 20 minutes.

# VIDEO CONFERENCING SIP SETTINGS

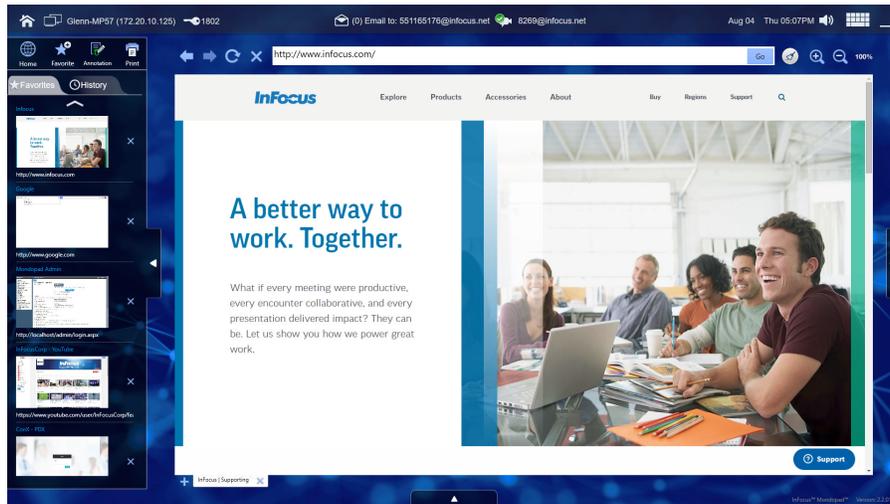
If external network access on port 5060 TCP/UDP inbound and outbound is available, the Mondopad device will auto provision by default. Once the device finishes auto provisioning with the InFocus.net server, a unique SIP address will be associated with the Mondopad device.

If you would prefer to set up a SIP account manually, see the Mondopad Software Guide at [www.infocus.com/support](http://www.infocus.com/support).

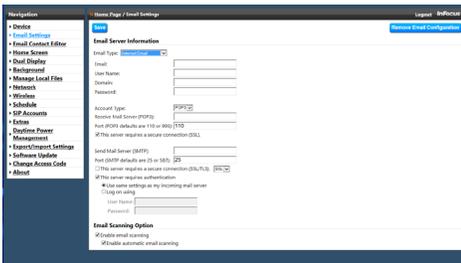
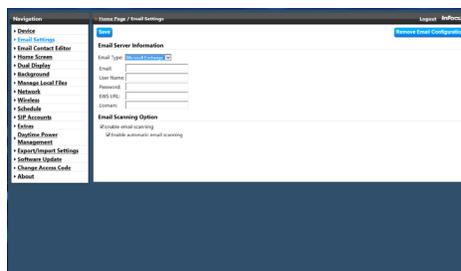
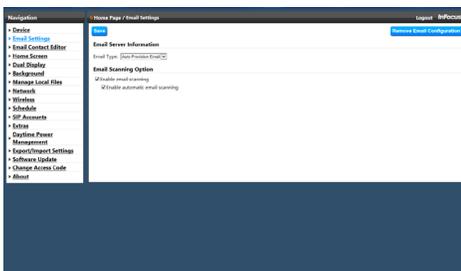
# EMAIL SETTINGS

For detailed instructions, see the Mondopad Software Guide at [www.infocus.com/support](http://www.infocus.com/support).

- 1) From the Home page, navigate to **Browser**.



- 2) Type the **Admin Access Code** (by default, "1111") and tap **Login**.
- 3) Navigate to **Email Settings**.
- 4) Select the **Email Type** (Internet Email, Microsoft Exchange and Auto Provision Email) and enter the associated settings. Settings vary depending on the Email Type. **Note:** On new units, Email Type is set to Auto Provision by default.



- 5) Tap **Save** when finished: An email message will be sent and received by the device and if successful, will display the message "Receive mail success!"
- 6) If a failure message is received, tap **Save** again. This is usually necessary during a first-time set up due to the time required for the server and device to set up initial configuration settings.

## OTHER SETTINGS

The Mondopad Administrative menus provide many customization options. For details, see the Mondopad Software Guide at [www.infocus.com/support](http://www.infocus.com/support).

- If you are configuring multiple Mondopad devices, review the Settings Export section in the Mondopad Software Guide.
- InFocus also recommends that you change your Administrative Access Code from the default. For instructions, review the Change Access Code section in the Mondopad Software Guide.

## 3RD PARTY SECURITY PACKAGES

- 1) Windows includes a basic antivirus program called Windows Defender. If you are installing a 3rd party security package, Windows Defender should be disabled. We do not recommend installing more than one security software product at a time.
- 2) Also ensure the Mondopad™ software is not blocked from accessing files on the hard drive or the Internet. It is important to ensure Mondopad's server functions are not inhibited by your security software. To support remote clients and interact with other devices, Mondopad™ operates a web server on all available IP addresses.