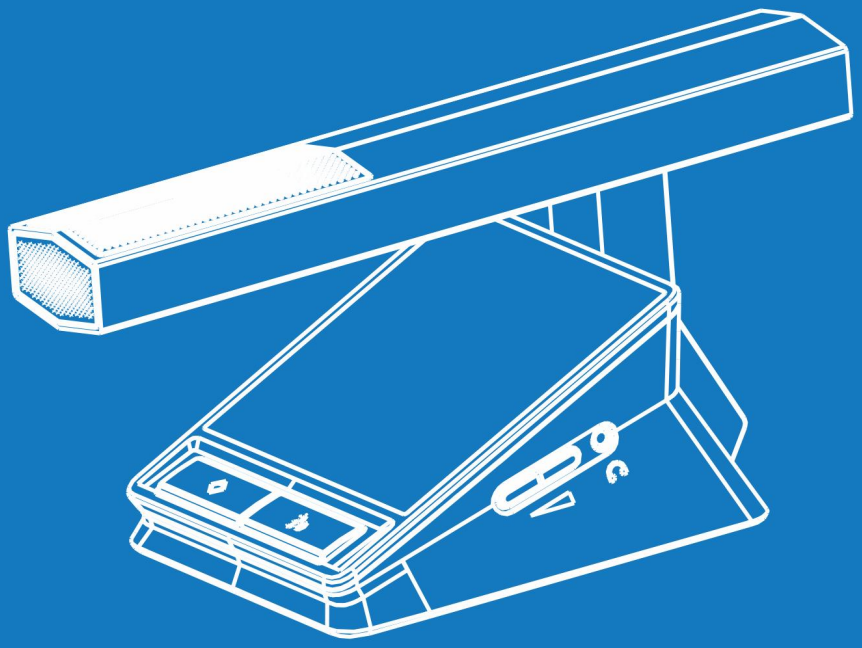
SPON

DIGITAL CONFERENCE SYSTEM
SQUARE TUBE CHAIRMAN UNIT
User Manual



IP NETWORK CONFERENCE SYSTEM

Table of Contents:

- 1. Important Safety Precaution
- 2. Product Overview
  - 2.1 Basic Introduction
  - 2.2 Hardware Interface Description
  - 2.3 Wiring
- 3. Quick Operation Guide
  - 3.1 Basic Function

1. Important Safety Precaution

Please read this User Manual carefully before using this product and follow all the safety precautions mentioned herein.

During Installation:

(1) Avoid humidity:

Please do not expose the device to rainy environment or other humid environment, otherwise it may lead to fire or electric shock.

(2) Use correct power supply:

Please use the specified power adapter for the device, using high voltage power supply may lead to fire or electric shock.

(3) Protect the electric wire:

Do not scratch, cut or twist the power cord, keep the power cord away from any heating device, do not place heavy objects on top of the power cord, otherwise it may lead to fire or electric shock.

During Use:

(1) If anything goes wrong:

During use of this device, if any of these anomalies mentioned below happens, please cut off the electricity immediately, otherwise it may lead to fire or electric shock.

- smoke or strange smell coming out of the device.
- water or other foreign object gets into the device.
- damage on the product shell.
- damage of the power cord (cable core exposed or broken).
- malfunction of the device (no network connection or no sound).

(2) Do not open the product shell:

There are high voltage parts inside of the product shell, opening the product shell without permission may lead to fire or electric shock.

(3) Do not touch the device when it thunders:

To avoid electric shock, please do not touch the device or power plugs when it thunders.

(4) Do not place liquid containers on top of the device:

If accidentally knock over the liquid container and let any liquid get into the device, it may lead to fire or electric shock.

(5) Cautions when the device is not in use:

If the device is not in use for 10 days or longer, please cut off the electricity and unplug the power plug from the power socket, otherwise it may lead to fire or electric shock.

2. Product Overview

Here is what you can find in this section:

- **2.1 Basic Introduction**
- **2.2 Hardware Interface Description**
- **2.3 Wiring**

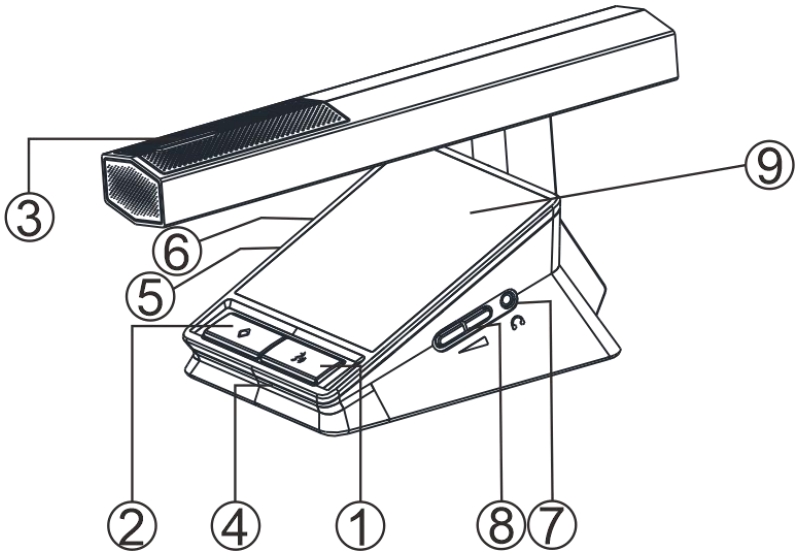
2.1 Basic Introduction

- Microphone unit shape adopts square short rod microphone, beautiful and generous.
- Fully digital signal transmission, strong anti-interference ability.
- With Self-check indicator, it can give feedback on the current loop status.
- High fidelity pickup microphone, long pickup distance, and has good sound reproduction.
- Chairman unit has the priority of speak.

2.2 Hardware Interface Description

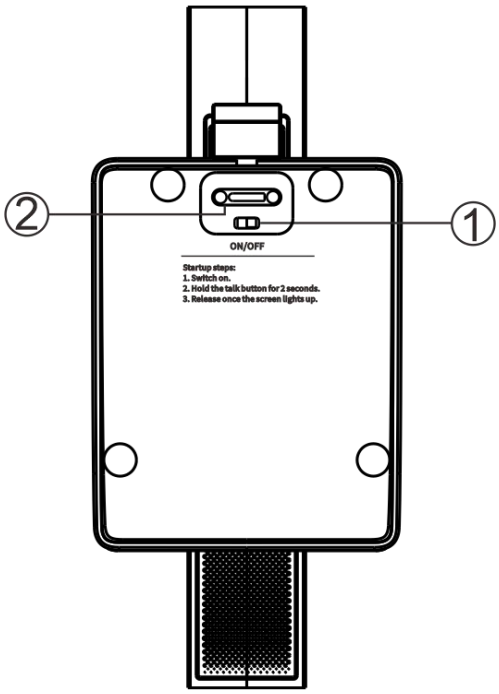
Interface Description

Side View:



①Speak button
②Ban button
③Microphone pole status light
④Status light
⑤Type-C interface
⑥Side light
Green light is fast charging indicator: It is on during fast charging process, it is off during slow charging process.
Red light is charging indicator: it blinks during charging process, it is solid on after it is fully charged.
⑦3.5 Audio interface**(Reserved)**
⑧Volume button+、-
⑨Touch screen

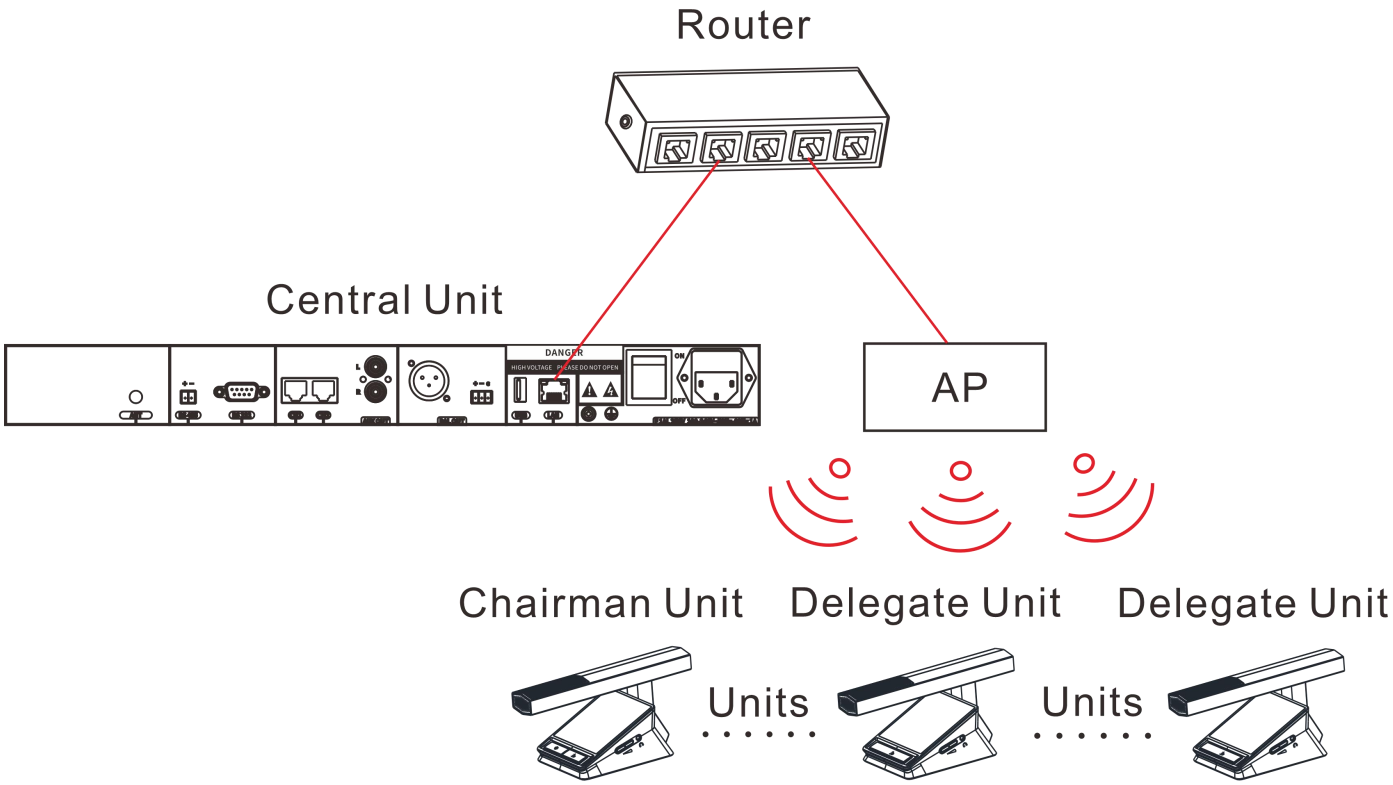
Bottom View:



①Power switch

②Magnetic pedestal

2.3 Wiring



Note: AP WIFI name must be meeting_ap, password must be spon888888.

3. Quick Operation Guide

Here is what you can find in this section:

- **3.1 Basic Function**

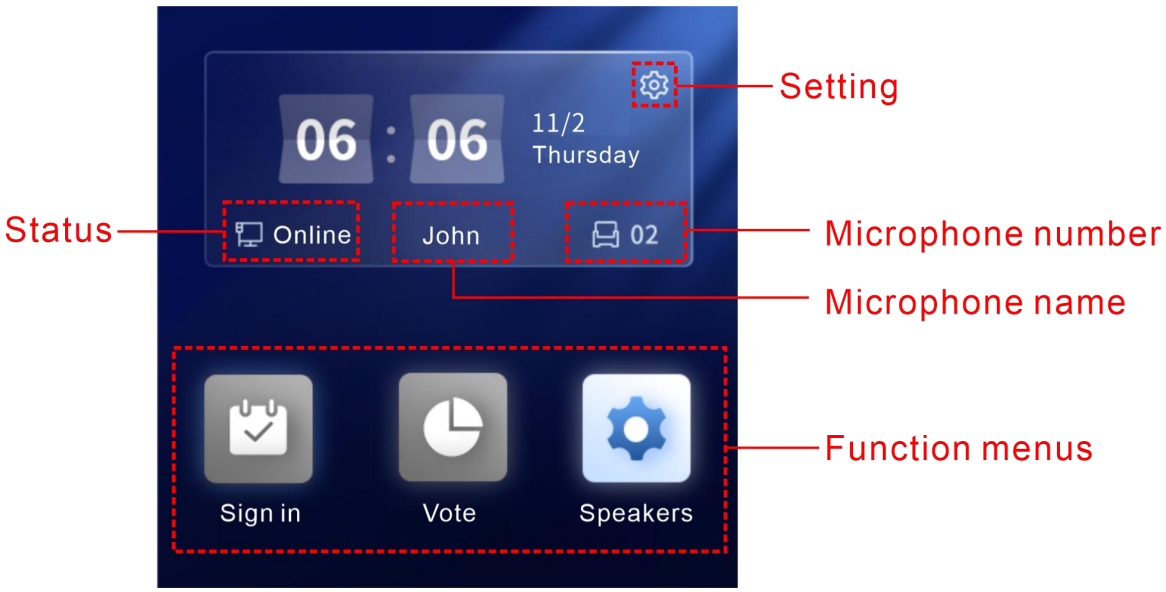
3.1 Basic Function

Home Screen

On home screen of the device, tap the menu icon to enter the corresponding function screen.

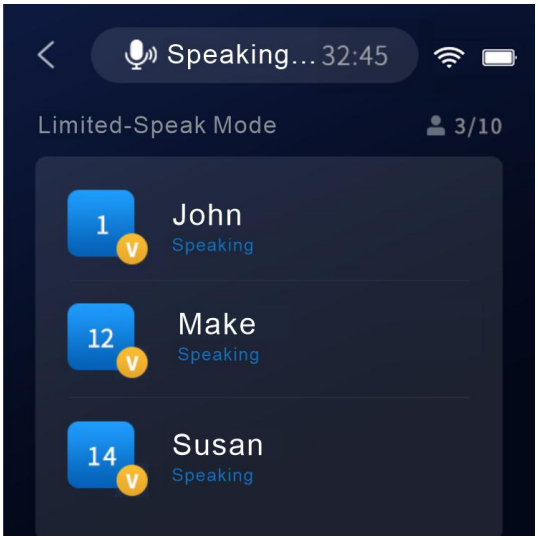
Note: When the role of the device is set to "Host", the three menu button of Sign in, Vote, and Speakers will list.

When the role of the device is set to “Chairman” or “Represent”, only the Speakers menu button will list.



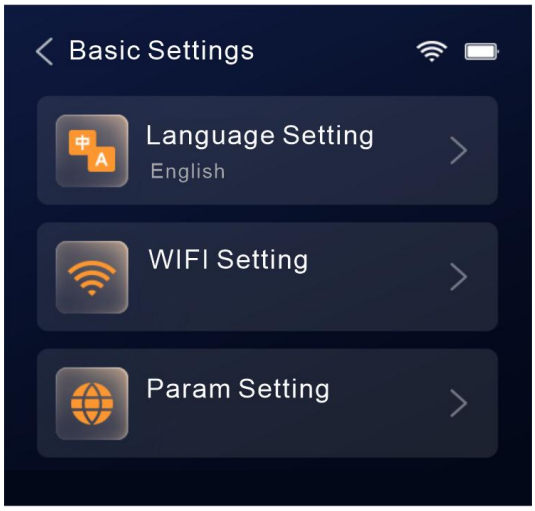
Speakers

Click on “Speakers”, you can view current speak status.

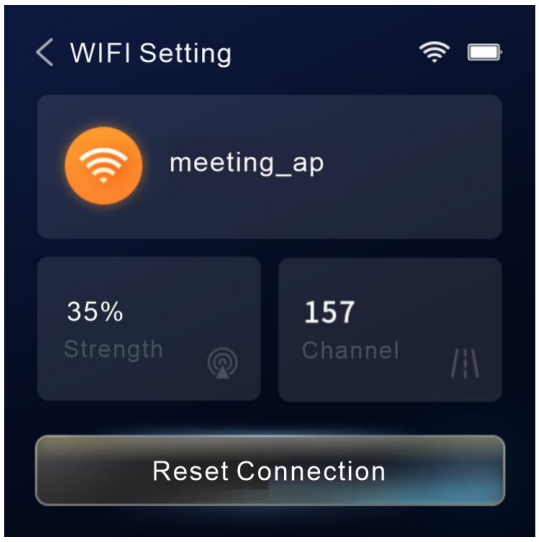


Basic Settings

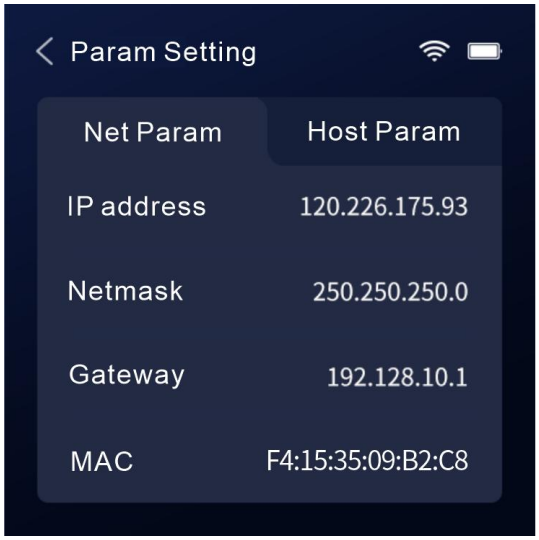
Click on the “ ” button on the home screen, you will go to Setting page.



WIFI Setting: Displays the WiFi information that device connected to.



Param Setting: Display the network parameters of the device and the parameters of the central unit that device connected to.



Version Information: Display the current software version of the device.

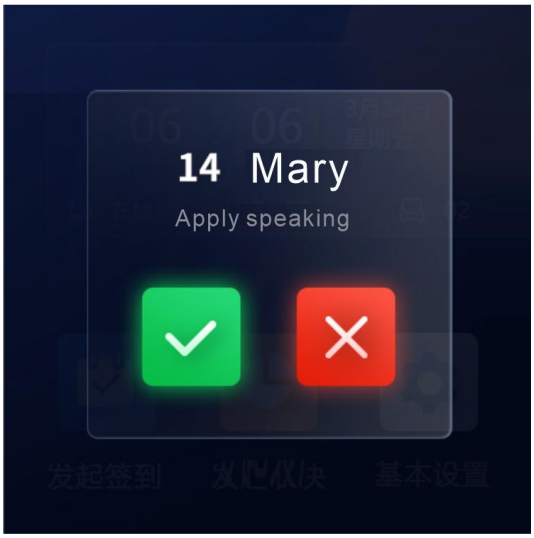
Request for speak

When the device is set to“Host”, or “Chairman”, click on “Speak” button of the device, it can speak.

When the device is set to “Represent”, click on “Speak” button of the device to request for speak. The “Speakers” page of the device will showing“Requesting...”. After the “Host”, or “Chairman” has approved for speak, it can speak.

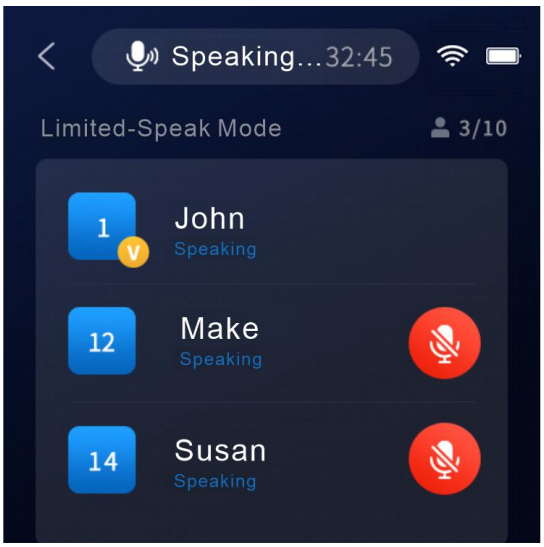
Approve for Speak

When the device is set to “Host” or “Chairman”, there is represent request for speak, the device screen will pop up “ Apply speaking” prompt, click on “ ” to allow it to speak.



Speak

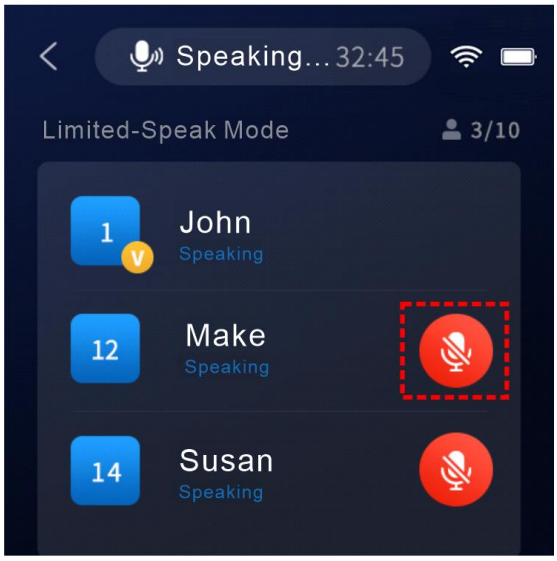
When the device is speaking, the speakers screen of the device will showing”Speaking...”.



Ban speaking

Single ban

When the device is set to “Host”, or “Chairman”, click on the “ ” button beside of represent device on the speakers screen, it can ban the represent from speaking.

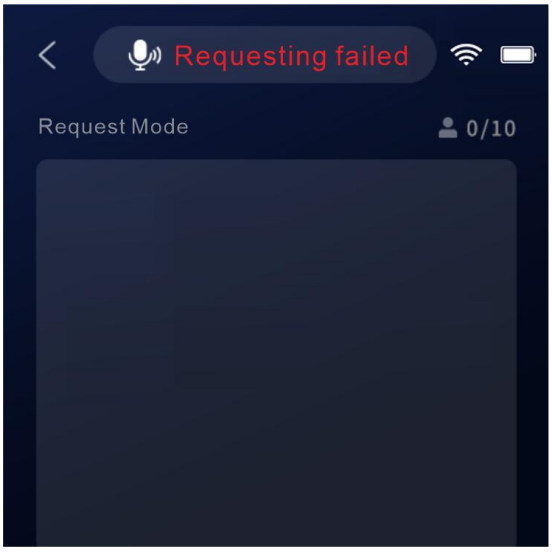


Batch ban

When the device is set to“Host”, “Chairman”, click on the Ban button of the device, it can ban all of represents from speaking.

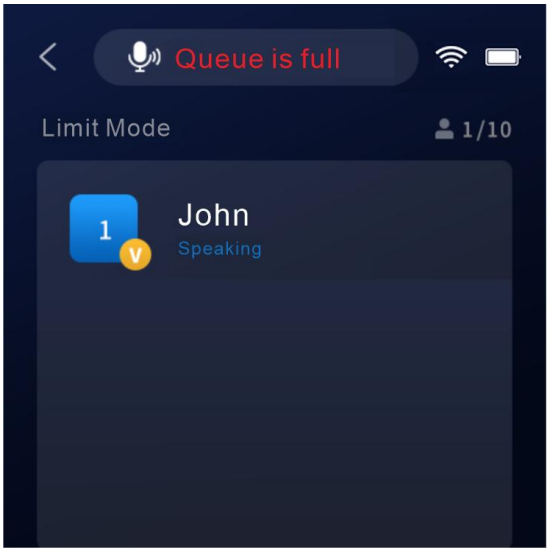
Be banned from speaking

When the device is set to “Represent” and banned from speaking, the speaker screen of the device will show “ Requesting failed”.



Queue is full

When the device is kicked out of the speaking queue or cannot enter the speaking queue, the speaker page of the device will show "The queue is full".



Other Functions

Other functions are reserved.

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