

# Logitech MeetUp

## Description

User documentation for the Logitech MeetUp camera. This camera can be used to film and capture the sound of all participants in a videoconference in the Grand Auditoire, Petit Auditoire, and Library.



## Hardware

- Logitech MeetUp camera mounted on the wall/desk/tripod
- Laptop with USB-A port and HDMI port (or suitable adapter)
- In Grand Auditoire: Projector with HDMI connection
- In Petit Auditoire: Projector with HDMI connection
- In Library: TV with HDMI connection

## Usage

- Connect the HDMI of the TV/projector to the laptop
- Connect the Logitech MeetUp camera to the laptop using the USB cable (if necessary, use a USB-C to USB-A adapter)



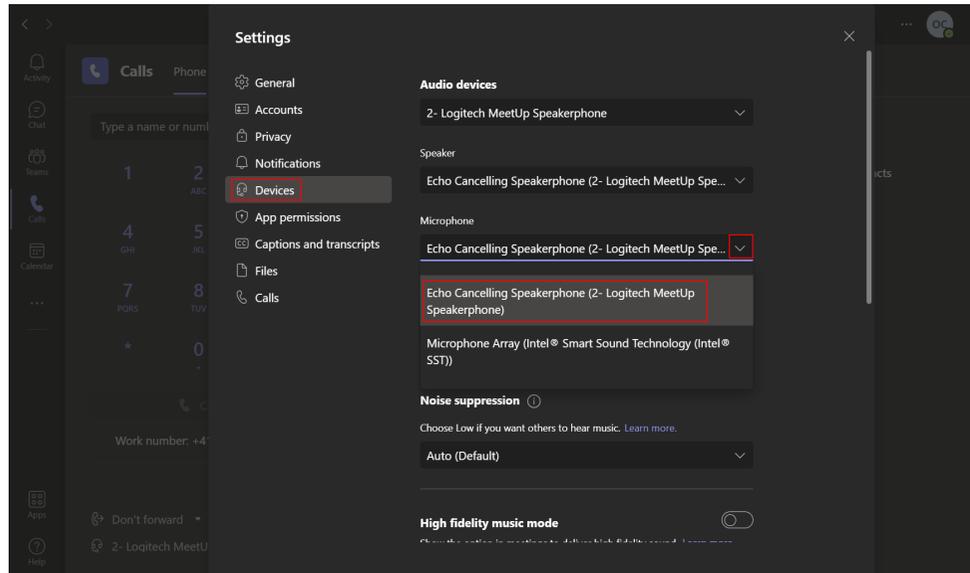
- In the video conferencing program, select the Logitech MeetUp Speakerphone device (microphone and camera) in the audio and video settings. For the speaker, select the appropriate device depending on if you are in the Grand Auditoire, Petit Auditoire or Library (see images below)
- Use the Logitech MeetUp remote to adjust the tilt/pan/zoom of the camera as required



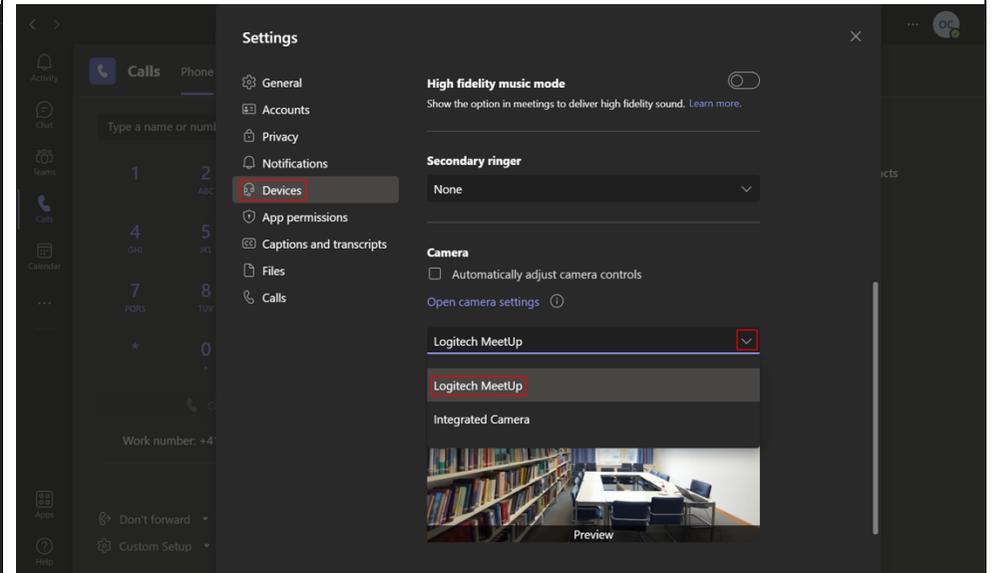
- Mute or unmute the microphone using the remote. The LED above the camera is red when muted and white when unmuted

# Microsoft Teams

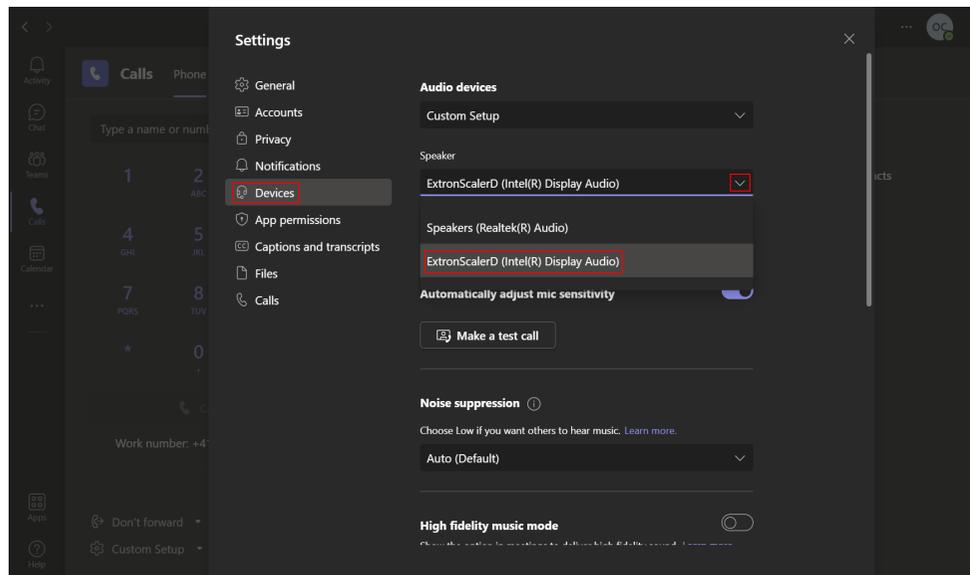
## Microphone



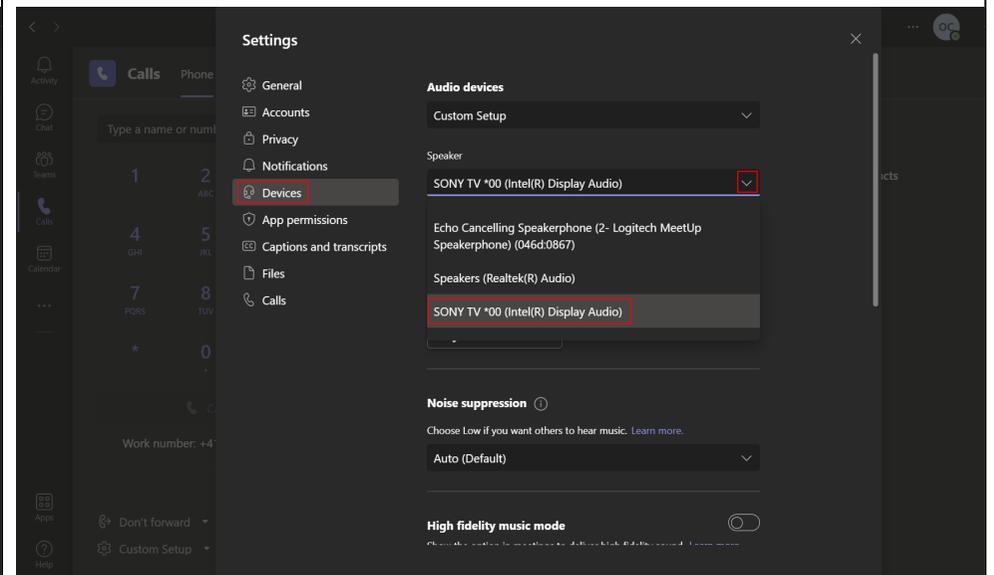
## Camera



## Speaker (Petit Auditoire)

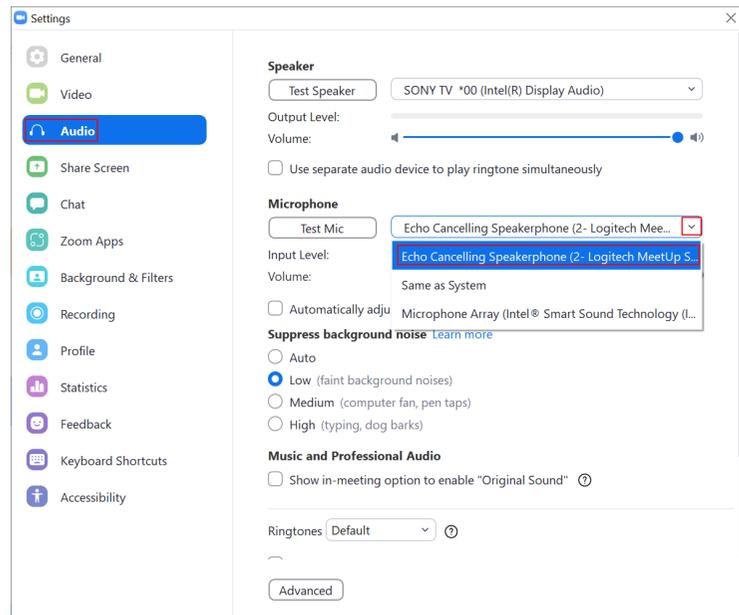


## Speaker (Library)



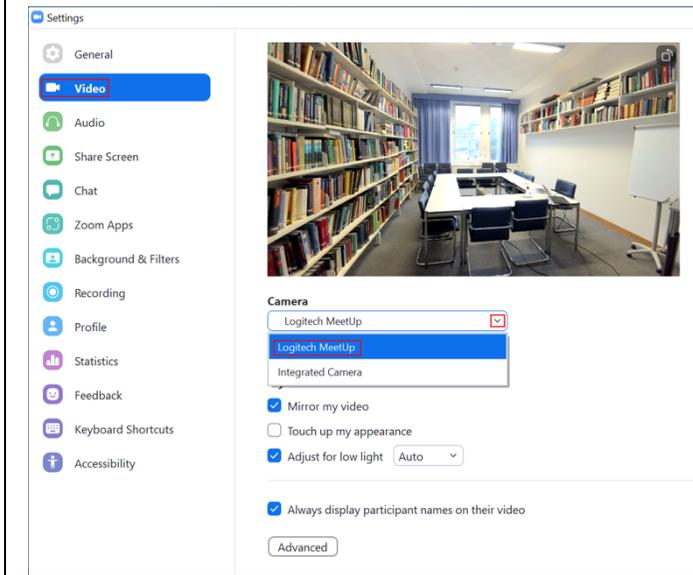
# Zoom

## Microphone



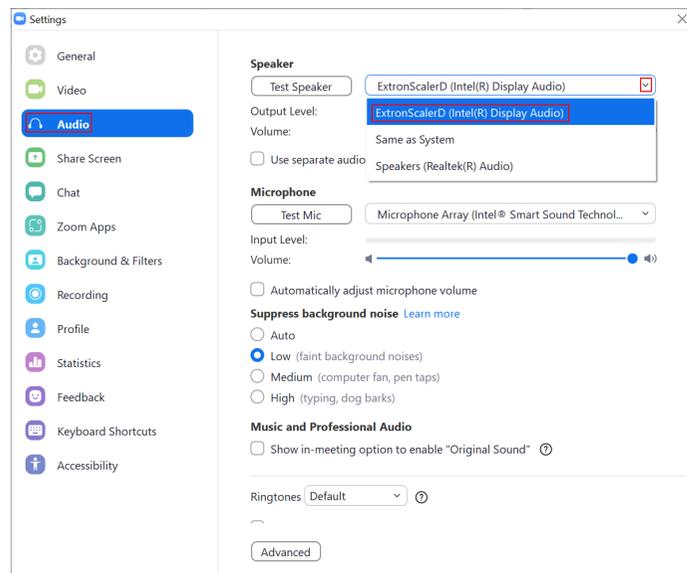
The screenshot shows the Zoom Settings window with the Audio tab selected. The left sidebar lists various settings categories, with Audio highlighted. The main content area is divided into three sections: Speaker, Microphone, and Music and Professional Audio. The Speaker section shows 'Test Speaker' selected with a dropdown arrow, and the output level is set to 'Same as System'. The Microphone section shows 'Test Mic' selected with a dropdown arrow, and the input level is also set to 'Same as System'. There are checkboxes for 'Use separate audio device to play ringtone simultaneously' and 'Automatically adjust microphone volume'. The 'Suppress background noise' section has three radio button options: 'Auto', 'Low (faint background noises)', and 'Medium (computer fan, pen taps)'. The 'Music and Professional Audio' section has a checkbox for 'Show in-meeting option to enable "Original Sound"'. At the bottom, there is a 'Ringtone' dropdown set to 'Default' and an 'Advanced' button.

## Camera



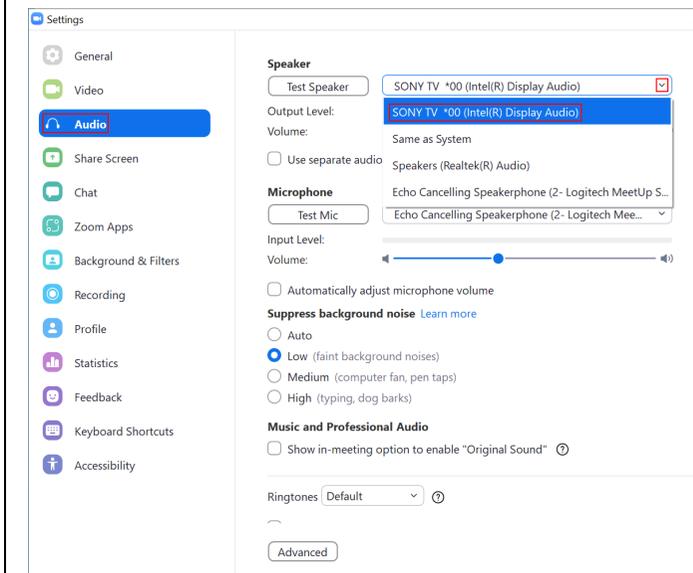
The screenshot shows the Zoom Settings window with the Video tab selected. The left sidebar lists various settings categories, with Video highlighted. The main content area features a video preview window at the top showing a virtual meeting room with bookshelves and a whiteboard. Below the preview, the 'Camera' section shows 'Logitech MeetUp' selected with a dropdown arrow, and 'Integrated Camera' is listed below it. There are checkboxes for 'Mirror my video', 'Touch up my appearance', and 'Always display participant names on their video'. The 'Adjust for low light' option is set to 'Auto'. An 'Advanced' button is located at the bottom.

## Speaker (Petit Auditoire)



The screenshot shows the Zoom Settings window with the Audio tab selected. The left sidebar lists various settings categories, with Audio highlighted. The main content area is divided into three sections: Speaker, Microphone, and Music and Professional Audio. The Speaker section shows 'ExtronScalerD (Intel(R) Display Audio)' selected with a dropdown arrow, and the output level is set to 'Same as System'. The Microphone section shows 'Microphone Array (Intel® Smart Sound Technol...)' selected with a dropdown arrow, and the input level is set to 'Same as System'. There are checkboxes for 'Use separate audio' and 'Automatically adjust microphone volume'. The 'Suppress background noise' section has three radio button options: 'Auto', 'Low (faint background noises)', and 'High (typing, dog barks)'. The 'Music and Professional Audio' section has a checkbox for 'Show in-meeting option to enable "Original Sound"'. At the bottom, there is a 'Ringtone' dropdown set to 'Default' and an 'Advanced' button.

## Speaker (Library)



The screenshot shows the Zoom Settings window with the Audio tab selected. The left sidebar lists various settings categories, with Audio highlighted. The main content area is divided into three sections: Speaker, Microphone, and Music and Professional Audio. The Speaker section shows 'SONY TV \*00 (Intel(R) Display Audio)' selected with a dropdown arrow, and the output level is set to 'Same as System'. The Microphone section shows 'Echo Cancelling Speakerphone (2- Logitech MeetUp S...)' selected with a dropdown arrow, and the input level is set to 'Same as System'. There are checkboxes for 'Use separate audio' and 'Automatically adjust microphone volume'. The 'Suppress background noise' section has three radio button options: 'Auto', 'Low (faint background noises)', and 'High (typing, dog barks)'. The 'Music and Professional Audio' section has a checkbox for 'Show in-meeting option to enable "Original Sound"'. At the bottom, there is a 'Ringtone' dropdown set to 'Default' and an 'Advanced' button.