



User Manual

PORTABLE CONFERENCE PHONE
FOR SKYPE



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1. BEFORE YOU BEGIN

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Thank you for purchasing the **IPEVO TR-10 Portable Conference Phone for Skype** (or **TR-10** – to keep things simple)!

Skype has introduced new ways for individuals and businesses to communicate online and the **TR-10** is a new and ideal way to explore and experience the best of these Skype features.

Throughout this guide, you will find hints and reminders about common problems encountered during installation. However, in the event of further problems or questions, please don't hesitate to contact your local retailer or customer service representatives. Contact details can be found at: <http://www.ipevo.com/contact.htm>

If you feel that **TR-10** has made Skype even better, or if you would like to pass on any friendly tips, suggestions or advice to the IPEVO team, please feel free to Skype us too (Skype ID: cs_ipevo)!

PACKAGE CONTENTS

- IPEVO Portable Conference Phone for Skype TR-10 (**TR-10**)
- USB Extension Cord
- Software installation CD
- Quick Start Guide

SYSTEM REQUIREMENTS

- Microsoft Windows XP or Vista 32-bit, Mac OSX 10.4~10.6
- 400 MHz Pentium® II or higher IBM® compatible PC with 128MB free RAM and 50MB free hard disk space
- Skype version 3.0 or above
- Broadband internet connection
- USB port
- CD-ROM drive

2. SOFTWARE INSTALLATION

2. SOFTWARE INSTALLATION

Remember to check for the latest version of Skype (www.skype.com/downloads) and TR-10 product driver (<http://www.ipevo.com>) to get the best performance from your IPEVO integrated Skype device.

To install the TR-10 driver on your computer:

1. Insert the **TR-10 Setup CD** into your CD-ROM drive. The following screen will appear to begin installation.



Problems?: If the installation process does not start automatically at this stage, simply locate your CD-ROM drive and double click on the **IPEVO.exe** icon to manually start the process.

2. Click **Link to Skype software** if it is not already installed on your computer. An installation wizard will guide you through the rest of the process. You can also download the latest version of **Skype** at <http://www.skype.com/download/>

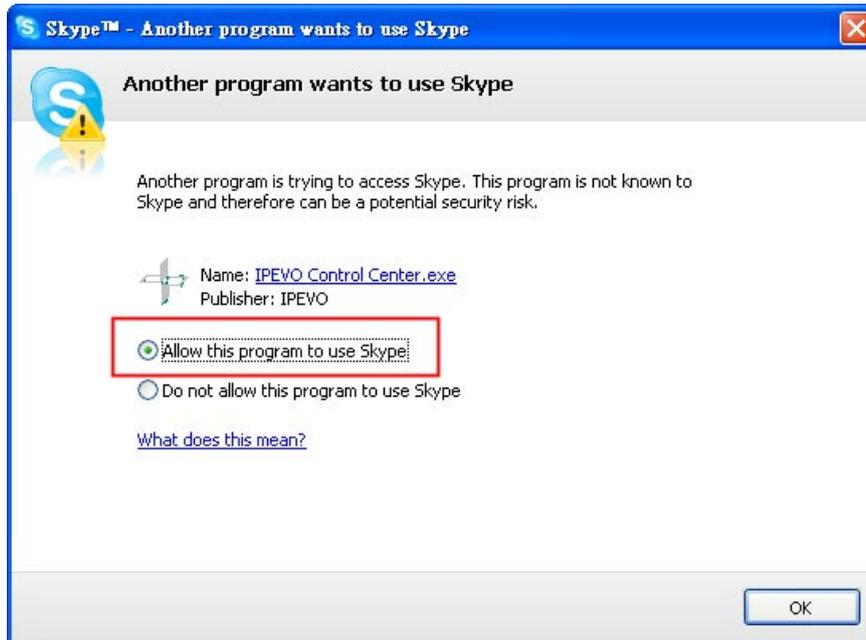
Problems?: TR-10 is designed to use the **Skype** software for processing calls, and will not work without **Skype**. Ensure that the **Skype** software is installed and running on your PC prior to using TR-10.

3. Click on **Install TR-10 Driver**. Follow the on screen instructions to install the software.

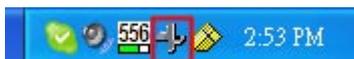
2. SOFTWARE INSTALLATION

4. If TR-10 is not already connected to your computer, a screen will prompt you to do now as part of the installation process. To complete the TR-10 driver installation, simply connect **TR-10** to your computer's USB Port.

When Skype prompts you that another program wants to access Skype. Select **Allow this program to use Skype** and Click **OK**.



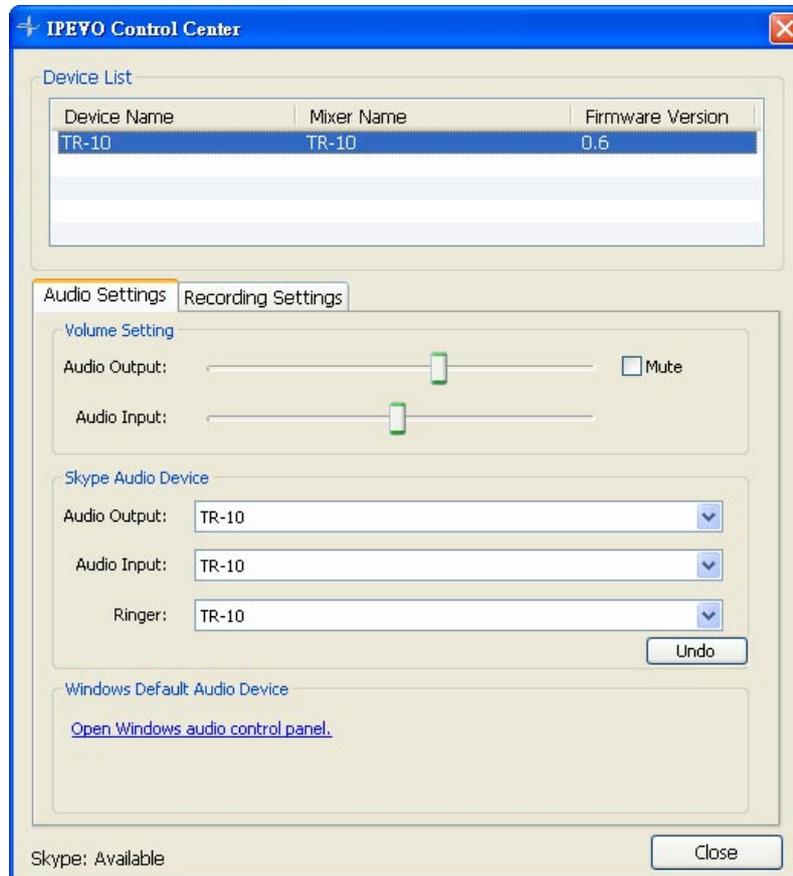
5. A screen prompt will appear to notify you once installation is complete and the **IPEVO Control Center** icon will appear on the system tray of your desktop. The **IPEVO Control Center** allows you to conveniently access and customize preferences for **TR-10**.



3. HARDWARE CONFIGURATION

3. HARDWARE CONFIGURATION

1. The **IPEVO Control Center** lets you easily configure preferences for **TR-10**, including audio and recording settings. Double click on the  icon from the system tray to open the **IPEVO Control Center**.



Problems?: If the IPEVO Control Center is not running, you can start the program manually on the Start Menu under **All Programs/IPEVO/IPEVO Control Center** and click on the icon.

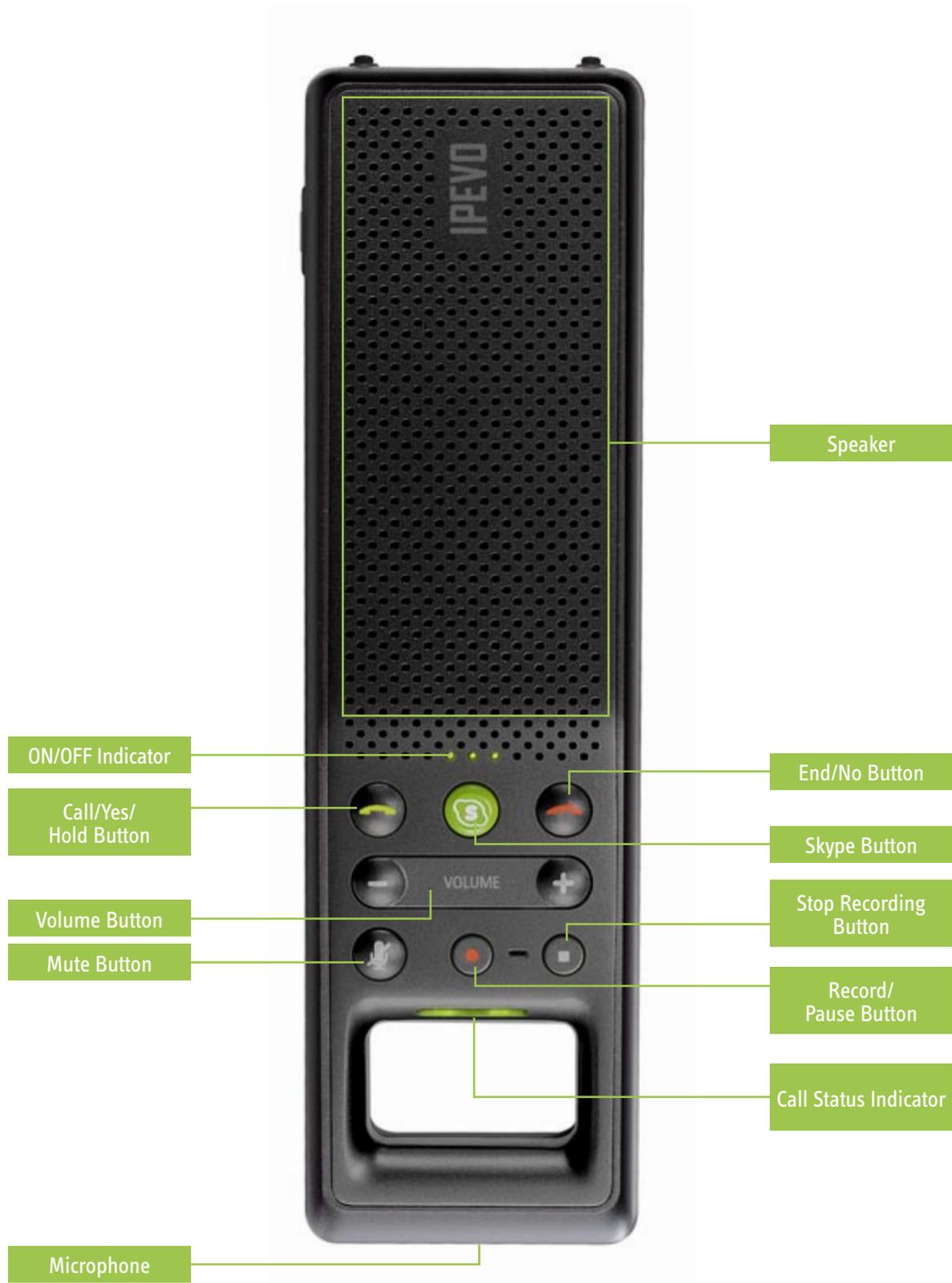
2. Under **Audio Settings** tab, you will see the **Skype Audio Device** panel. From the drop-down list, select **TR-10** to use it as the device for making and receiving Skype calls
3. To use **TR-10** and your computer speakers at the same time, click on the **Open Windows audio control panel** link in the **Windows Default Audio Device** panel and select your computer sound card from the drop-down list.

Problems?: If there is no output from the external speakers after connecting **TR-10** to your computer, please check that the configuration values are correct.

4. PHONE LAYOUT

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Explanation of button functions and indicator light signals are provided in the relevant section of the **Operating Instructions**.



4. PHONE LAYOUT



5. OPERATING INSTRUCTIONS

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5.1 MAKING/RECEIVING CALLS

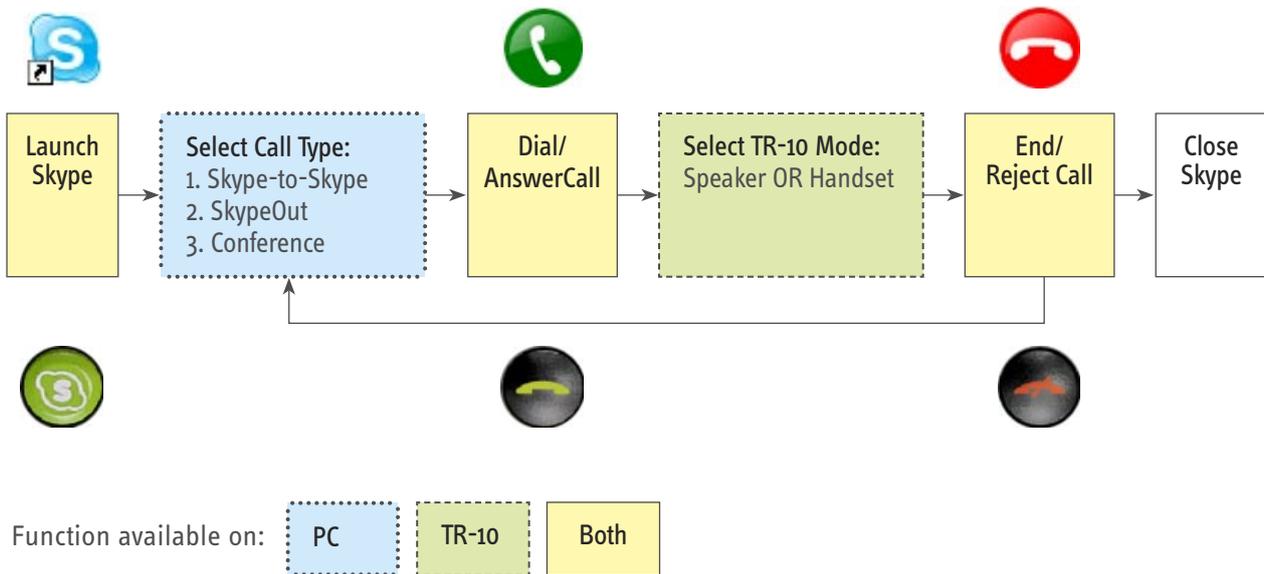
5.1.1 TYPES OF SKYPE CALLS

The TR-10 Skype phone lets you call anyone in your Skype Contact list, as well as making calls to any telephone or mobile phone numbers. Using TR-10 makes personal or conference calls through Skype a simple and convenient process.

| Skype Menu | Call Type | Rate | Used For |
|-----------------------|----------------|---------------------------------|---|
| Contacts | Skype-to-Skype | Free | PC to PC. Both parties must use Skype |
| Call Phones | SkypeOut | Rate varies depending on region | PC to telephone or cellular phone. Receiver does not have Skype ID. |
| Contacts > Conference | Conference | Rate varies depending on usage | Combination of Skype contacts and ordinary phone numbers. |

5.1.2 OVERVIEW OF PHONE OPERATION

The TR-10 is designed to be fully integrated with the Skype software, allowing the user to access a number of Skype functions from the device itself. Typical usage can include input from both the Skype software and TR-10.



5. OPERATING INSTRUCTIONS

5.1.3 CALL STATUS INDICATOR

The Call Status Indicator LED can be used to determine the current status of TR-10, and is handy for managing your calls without referring to the computer screen:



| Indicator Signal | Phone Status |
|------------------|------------------|
| Light on (Green) | Call in progress |
| Light on (Red) | Mute |
| Light off | Disconnected |
| Quick flash | Incoming call |

5.1.4 SWITCHING BETWEEN SPEAKER AND HANDSET MODES

You can use TR-10 in speaker mode for hands-free or conference calls, or switch to handset mode to keep your conversations private. The Speaker/Handset switch is located on the side of the phone.



Locate the mode switch



Toggle between handset (left; green light on) or conference mode (right; no light)

For better reception and audio clarity, you should position TR-10 accordingly to use. TR-10 has been designed to stand in a number of positions, and is comfortable for use as a handset.

TR-10 in speaker mode



OR



and in handset mode:

5. OPERATING INSTRUCTIONS

5.2.2 RECORDING AUDIO FILES

To use freeREC for recording, first connect TR-10 to your computer and make sure IPEVO Control Center is running.

Some of the recording functions on freeREC can also be conveniently accessed on TR-10:

- Record/Pause button  lets you launch freeREC. When freeREC is running, it is used to pause or resume a recording
- Stop recording button  stops and saves the current recording in an audio file

Recording audio files:

| To | On TR-10 | In freeREC |
|------------------|---|---|
| Start recording | Press  | Click  |
| Pause recording | Press  | Click  |
| Resume recording | Press  | Click  |
| Stop recording | Press  | Click  |

You can pause and resume a recording at anytime using freeREC or TR-10. This is useful for editing any parts or interruptions from the main recording.

The Recording Status Indicator will light up while a record is taking place, and flash when the recording is paused. The indicator will switch off when the recording is stopped.

Note: Pressing the stop button while the recording is paused will stop the recording and save it as an audio file.

5.2.3 PLAYING AUDIO USING FREE REC

Use freeREC as a normal audio file player to play back any saved files on your TR-10. You do not need to have IPEVO Control Center active when playing audio files using TR-10.

Playing audio files:

| To | In freeREC |
|-----------------------|---|
| Start playing | Click  |
| Pause playing | Click  |
| Resume playing | Click  |
| Stop playing | Click  |
| Skip back (3 seconds) | Click  |

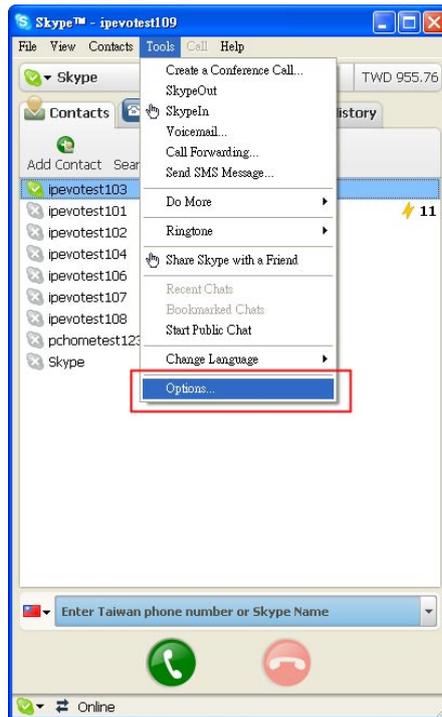
Note: If you are running the IPEVO Control Center when using TR-10 for audio file playback, you can use the Stop button on TR-10 as normal.

6. FAQ AND TROUBLESHOOTING

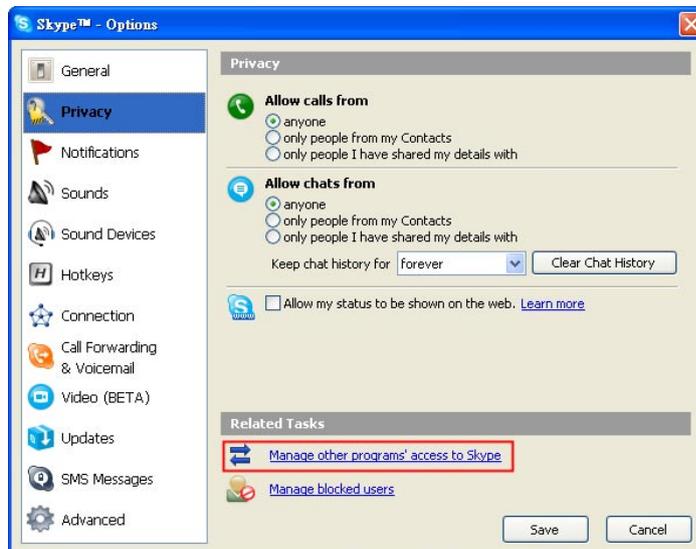
I'VE ACCIDENTALLY SELECTED 'DO NOT ALLOW THIS PROGRAM TO USE SKYPE', HOW DO I CHANGE THIS SETTING?

The buttons and call features for **TR-10** will not work if you selected '**Do not allow this program to use Skype**' when you connect **TR-10** to your computer. To change this setting from Skype:

1. Start **Skype**. Go to the **Tools** menu and select **Options** from the drop-down menu.



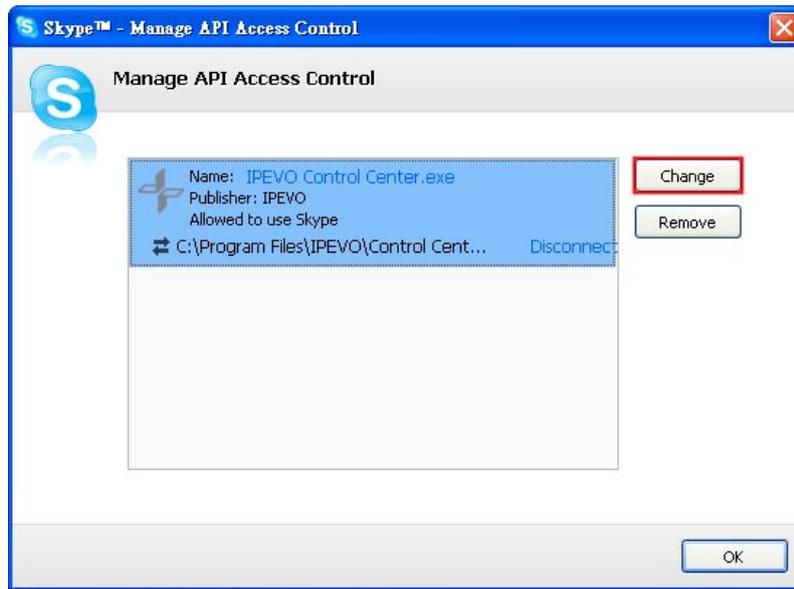
2. Select the **Privacy** panel from the menu on the left, locate the **Related Tasks** section and click on the link '**Manage other programs' access to Skype**'.



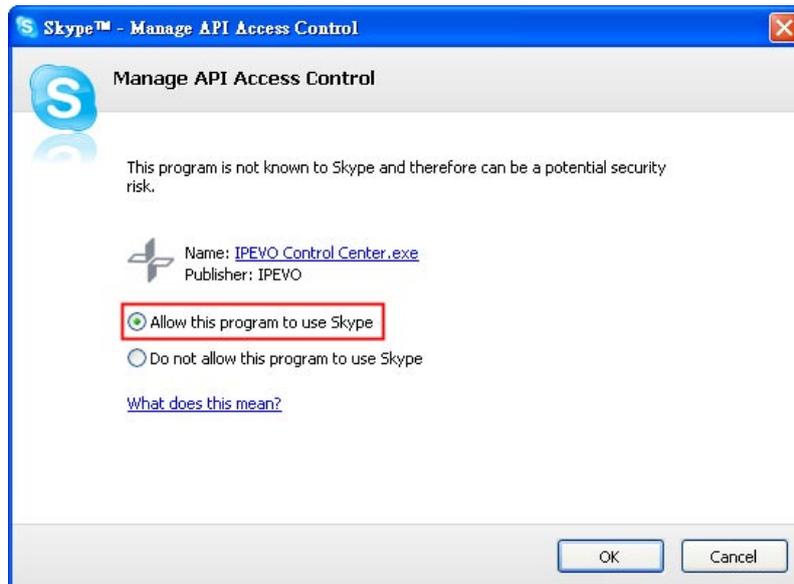
Note: In newer versions of Skype, this option may be found under the Advanced panel instead of the Privacy panel.

6. FAQ AND TROUBLESHOOTING

3. Select **IPEVO Control Center.exe** in the **Manage API Access Control** window and click **Change**.



4. From the list of options provided for IPEVO Control Center.exe, select **Allow this program to use Skype** and click **OK** to modify and save this setting.



6. FAQ AND TROUBLESHOOTING

NOTHING HAPPENS WHEN I PRESS THE SKYPE BUTTON ON TR-10.

The **TR-10** driver runs an automatic background service as the **IPEVO Control Center** on your desktop system tray. If the **IPEVO Control Center** icon is not visible on your system tray, go to **Start > All Programs > IPEVO** and click on **IPEVO Control Center** to start it manually.

THE OTHER PARTY CANNOT HEAR ME WHEN I MAKE A CALL USING TR-10.

Please go to the **IPEVO Control Center** and locate the **Audio Settings** tab. Under the **Skype Audio Device** panel, check to see if the **Audio Input** value has been set to **TR-10**. Alternatively, try adjusting the **Audio Input** slider under the **Volume Setting** panel and make sure the **Mute** box is not checked.

I HAVE CONNECTED TR-10 TO THE COMPUTER, BUT THERE IS NO SOUND COMING FROM THE EXTERNAL SPEAKERS.

Please open **IPEVO Control Center** and select the **Audio Settings** tab. Under **Windows Default Audio Device**, click on the **Open Windows audio control panel** link and select your computer speakers then click **OK**.

I HAVE CONNECTED TR-10 TO THE COMPUTER, AND THERE IS SOUND COMING FROM THE SPEAKERS BUT NOT FROM TR-10.

Please open **IPEVO Control Center** and select the **Sound Devices** tab. Under the **Skype Audio Device** panel, check that the **Audio Output** value is set to **TR-10** and click **OK**.

7. WARRANTY AND CUSTOMER SERVICE INFORMATION

INTENDED USE

This device is designed for VoIP (Voice over IP) telecommunication via Skype™. All other usages are to be considered as unintended use. Unauthorized modifications or reconstruction not described in this manual are not permitted.

LIMITED WARRANTY

This limited warranty (hereinafter the Warranty) is valid for the product TR-10 USB Personal Conference Phone (hereinafter the Product). The Warranty is only valid in the country where the product was originally purchased.

- The Warranty only covers manufacturing defects, and excludes defects caused by the inappropriate use or storage of the Product.
- The Warranty is issued by IPEVO, Inc. to the end purchaser of the Product (hereinafter the Customer).
- In accordance with the Warranty, the Customer has a sole claim to demand repair or replacement of the Product but may not assert claims or seek compensation against the manufacturer/retailer for further losses (including, but not limited to, the indirect loss of data or profit).
- The Warranty provides coverage over a period of 12 months, commencing from initial purchase date of the Product's by the Customer from IPEVO. Subsequent changes of ownership do not extend the warranty period.
- The Warranty is valid with the proviso that the Product is shipped to IPEVO within the warranty period. In the event of any faults or defects with the Product, it must be shipped back to IPEVO. Products will be repaired or exchanged at IPEVO's own discretion. The warranty period is not extended for any repaired or replaced Products. Exchanged parts are the property of IPEVO, Inc.
- The Warranty is valid solely on the condition that the original proof of purchase issued is presented with the Product.

7. WARRANTY AND CUSTOMER SERVICE INFORMATION

THE WARRANTY WILL NOT BE VALID IF

- the Product has been opened or repair attempted by any person(s) other than IPEVO,
- any defects and faults are due to general wear, incorrect use or storage, including those caused by poor maintenance of the Product,
- the defect or fault is the result of unintended use of the Product (refer to Intended Use),
- the defect or fault is due to external causes such as (but not limited to) rough handling or accidents,
- the defect or fault is caused by the use of accessories or other peripherals that are not original accessories intended for use with the Product,
- the defect or fault is caused by a disruption to the network or power supply,
- software in the Product needs to be upgraded due to changes in the network.

Aside from any statutory rights and terms set out above, the Customer shall have no other basis for making a claim under the Warranty. Amendments or additions to the Warranty are only valid with the written consent of IPEVO, Inc.

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