



Quick Tips for Poly TC8 in Poly Video Mode

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Poly Video Home Screen

The Home screen is the first screen you see when paired with a system in Poly Video Mode.

Ref.	Description
1	View details about the system, such as date/time and system name.
2	View or join scheduled meetings using the calendar cards.
3	Make a call by entering a number or selecting contacts.
4	Manage live content shared to the system.
5	Access additional features and controls.
6	Control camera settings.
7	Use the Poly video system as your laptop's external camera, microphone, and speaker.

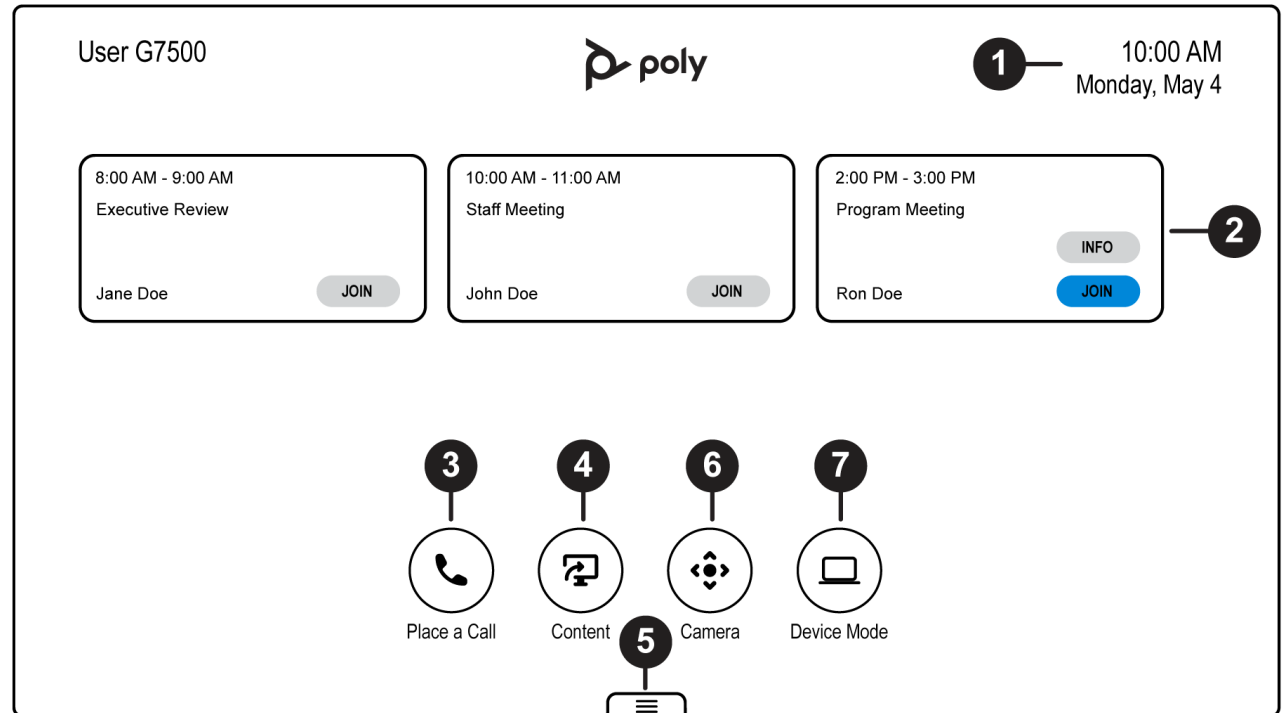
Join a Meeting from the Calendar

- » Do one of the following:
 - On the current meeting card, select **Join**.
 - If the meeting card doesn't include calling information, select the card to display the dialpad. Dial the number to join.

Adjust a Camera

Turn camera tracking off to access camera controls.

- 1 Select **Camera**



- 2 Optional: Select a camera from the drop-down menu.
- 3 Press **+** to zoom in or **-** to zoom out. Press the arrows to tilt up and down or to pan left to right.
- 4 To exit the control screen, select **Back**.

Turn Camera Tracking On or Off

- 1 Select **Camera**
- 2 Toggle **Camera Tracking** on or off.

Minimize Content

- 1 On the Home screen, select **Content**
- 2 Select **Minimize** next to the content you want to minimize.





Maximize Content

- 1 On the Home screen, select **Content**
- 2 From the content tray, select the content you want to display on the screen.


Place a Call Screen

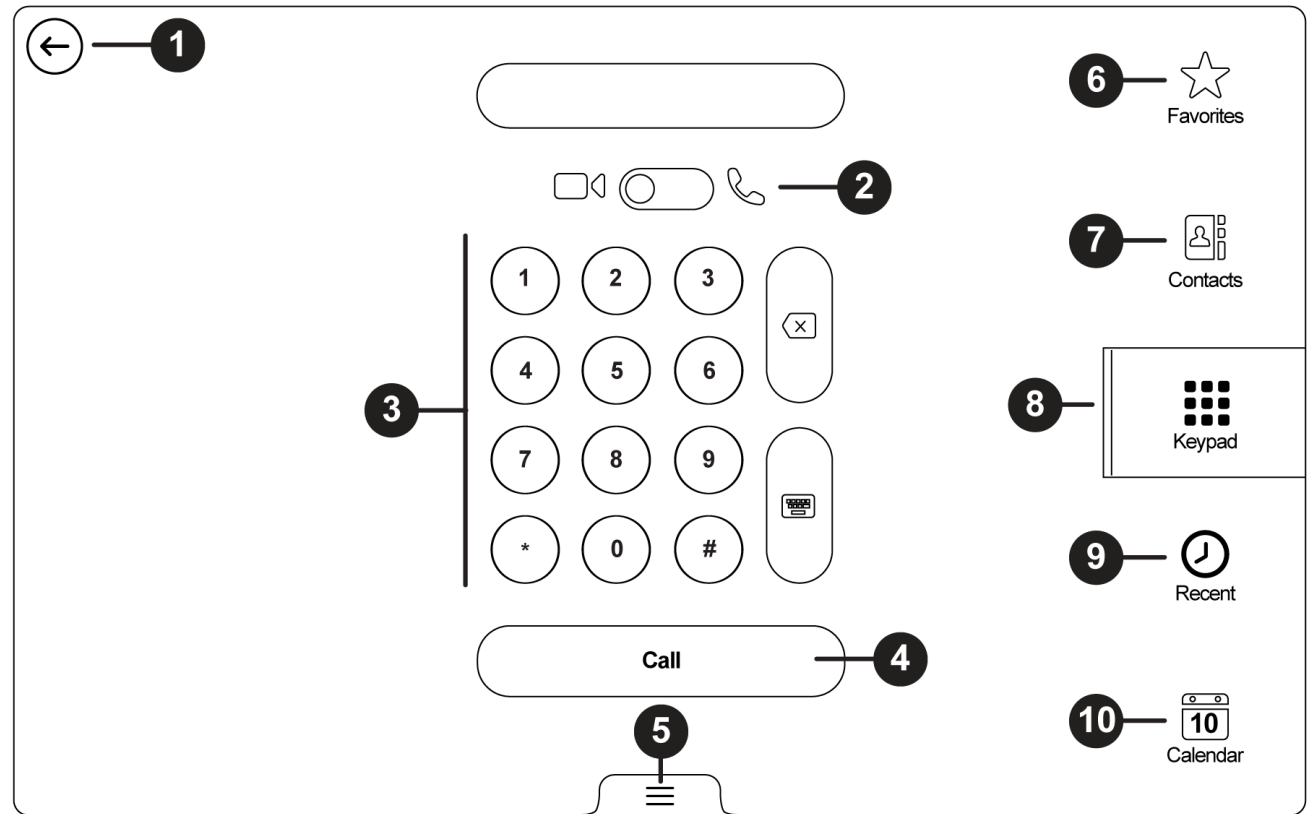
Ref.	Description
1	Go back to the Home screen.
2	Move the slider to place video or audio calls.
3	Enter a number or contact to call.
4	Initiate the call.
5	Access more features.
6	Display the favorite contacts list.
7	Display the contacts list.
8	Display the keypad.
9	Display the recent calls list.
10	Display the calendar.

Place a Call

- 1 Go to **Place a Call**.
- 2 On the **Dialpad**  screen, move the slider to **Audio**  or **Video** .
- 3 Enter a number on the dialpad or select **Keyboard**  to enter letters.
- 4 Select **Call**.

Place a Conference Call


- 1 Go to **Place a Call** and do one of the following:
 - Enter a number on the dialpad or select **Keyboard**  to enter characters.
 - Select a contact, favorite, or recent contact.
- 2 Select **Call**.
- 3 After the call connects, place another call. The system connects all participants to the same call.



Change Participant Layout

- » In a call, go to **Layouts** and select:
 - **Equal**: All participants are the same size.
 - **Gallery**: Participants display at the top of the screen and the speaker displays in the main frame.
 - **Fullscreen**: The active speaker displays in full screen.

End a Call

- » Select **Menu**  > **Hang Up**.

Getting Help

Visit support.polycom.com for help setting up and using your device.

Polycom Documentation Library

For more information on using the TC8, see the *Poly TC8 User Guide* at documents.polycom.com.