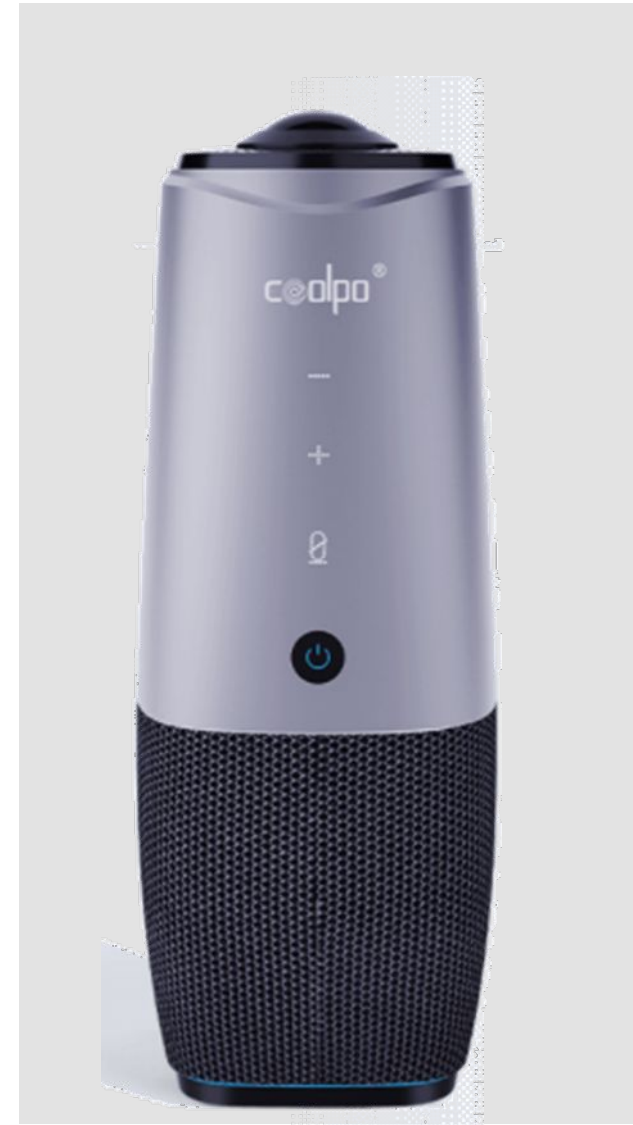


Coolpo AI Huddle Pana

User Training



For training purposes only



Outline

1. Introduction
2. Environment and Setup Use Cases
3. Discover the observable parts of the Pana (Hardware)
4. Discussion of the Pana's features and applications
5. How to install/update additional Pana software
 - a) CoolpoTools
 - b) Device Firmware
6. Basic Features of the CoolpoTools
7. Common Troubleshooting Processes
8. Useful video links

Introduction

- The All-in-One 360° 4k intelligent conference solution
- Meeting Flex - AI, visual, and audio algorithms that are designed for wide-angle smart conference devices.



For training purposes only

Environment Supported

- Space

- Small- to medium-sized Rooms
- 30x30 feet room
- Ideally, the Pana is placed in the middle
- Recommended in-room participants: 3-15

- PC Supported

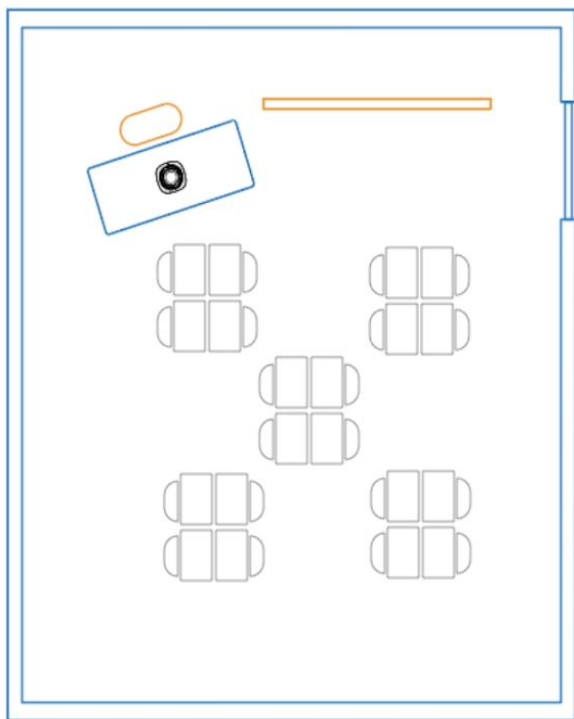
- Windows 11 and later
- Mac OS, including Apple M1 Chip

Different Setup Scenarios

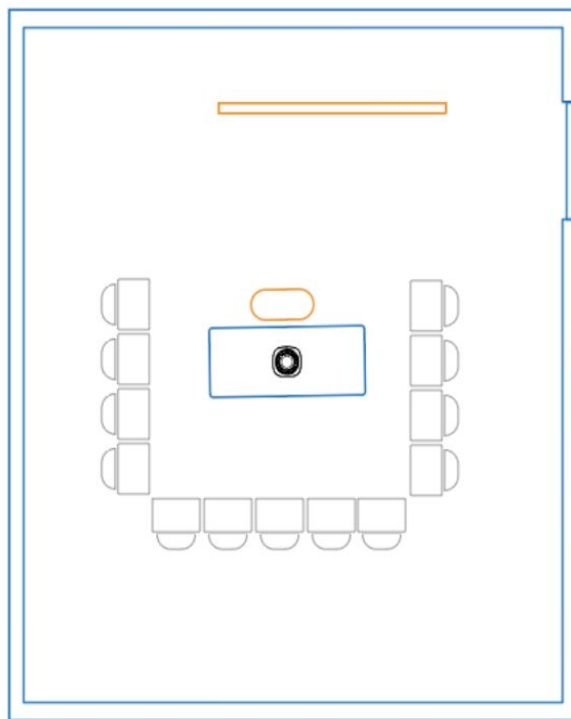
Pana placement

- In a discussion setup, place the Pana in the center of your conference table
- In a presentation setup, the Pana can be placed closer to the TV/projector

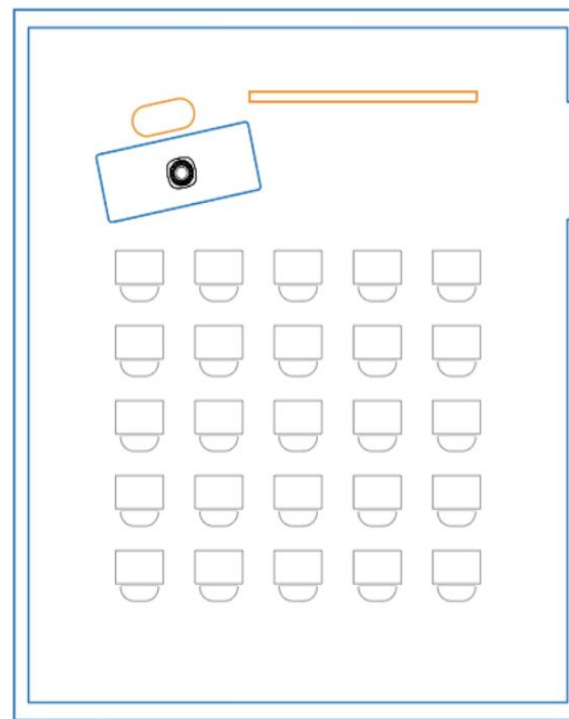
Different Set-up Scenarios



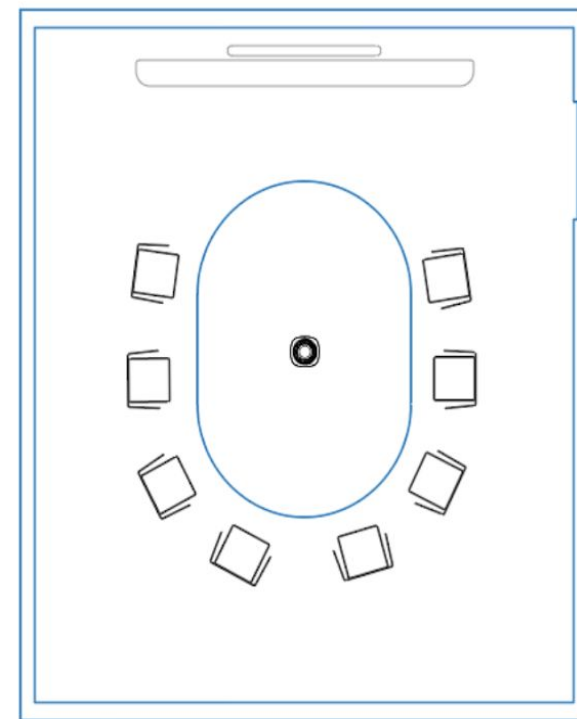
Clusters



Horseshoe/U-Shape



Grid

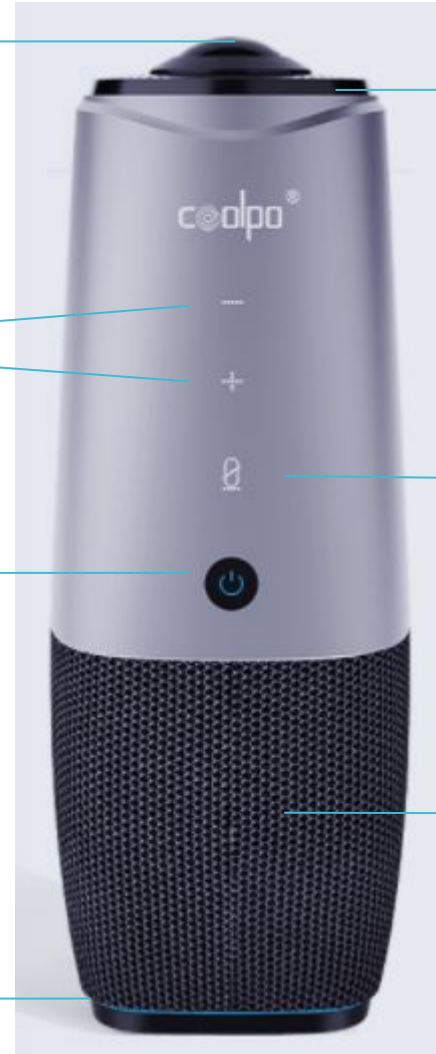


Round table

Hardware

Front View

- Fish eye camera
- Microphones' placement
- Volume Keys
- Mute Button
- Power Button
- 360° Speaker
- LED status indicator



Hardware

- 4 microphones with up to 15ft. pick-up



- camera

- Power cable
- Blue/Red LED indicator



- USB A-port & 3.0 micro-USB cord

Features

Smart Self-adaptive HD Camera

- 1080P/ 720P HD video call,
- Dual Positioning Technology
- 360° horizontal and 60° vertical FOV
- self-controlled pan, tilt and zoom

Plug and Play

- Simply plug the USB cable to the PC
- No need for additional drivers
- Enjoy smooth online video conferencing

Features

Compatible with all leading online conferencing software

- Zoom
- Skype
- Google Hangouts
- Microsoft Teams
- Cisco Webex
- Bluejean

Core Technology

Algorithms

- Active beamforming noise reduction algorithm
- Deep Learning
- Panoramic picture distortion, occlusion

Media Fusion Algorithm

- Unique autonomous Meeting Flex™ Technology provides audio and video edge computing

Specifications

Camera	Image Sensor	1 / 1.7 inch CMOS, 1200 megapixels			
	Optical focal length	1.56mm			
	Aperture	F2.4			
	Camera angle	360°			
	Digital noise reduction	Automatic			
	BLC	Automatic			
	Exposure mode	Automatic			
	White balance	Automatic			
Video	Field of view	Horizontal: 360° / Vertical: 60°	Audio	Microphones	4 smart microphones
				Pick-up range	15-feet
				Speaker	360° speaker
			Ease of use	Plug-and-play	
				Portable	
	Connectivity	USB plug-and-play	USB-A port		
			Power	Power cable	
	Supported resolutions	Panoramic-4K HD: 3840 x2160@ 30fps	USB features	Operating system	Windows 7/8/10, Mac OS 10.15.4, 10.15.6,
				UVC video format	MJPEG
				Resolution	MJPEG: 3840x2160, 1920x1080, 1280x720
				UVC communication protocol	USB2.0/UVC1.1
	General	Main unit dimension (LxWxH)	11cmx11cmx29cm		
Box contents		Device, USB-A, Power cable, warranty card			
Warranty		1 year			
Operation temperature		0°C - 40°C			
Operating humidity		10% to 90% (non-condensing)			
Compatibility		Zoom, Cisco Webex, Slack, Google Hangouts and more. **			

360 Video Conference Camera | Coolpo AI

[360 Video Conference Camera | Coolpo AI Huddle PANA \(coolpolens.com\)](#)

Applications

How to setup the Pana

- Place the device on a stable table top
- Middle of the conference table
- Plug the power adapter
- Plug the USB (audible “click”)
- choose the Pana as audio and video device (VC platform)

Recommended setting*

- Huddle room meetings with 3-15 participants
- Conference rooms of up to about 30 feet diameter
- Small classrooms
- Home offices
- Hybrid Office setups

**the Pana is not limited to the above applications. However, the device had been used effectively under the above-mentioned scenarios*

How to Install or Update Pana software

CoolpoTools

- Download from <https://www.coolpolens.com/en/support.html>
- Available for both Windows and Mac
- System Requirements:
 - Windows 8 and above (Windows 11 supported)
 - Mac 10.15.6 and above (supports M1 chip)
 - I3 CPU, RAM 1GB
- Firmware

(You may experience a pop-up window that prevents you from immediately downloading the software. When this happens, click on 'more info' and then click on 'Run anyway'.)

How to Install or Update Pana software

Upgrading the Firmware (for OLD PANA versions)

- If your device is still a version 1.0.0, you will need to turn off the Pana, click on the power button 6 times, and the upgrade.
- Within the CoolpoTools interface, you will see 'Device Update' (2nd to the last on the right)
 - If your device is at version 2.0.0, you may click 'Upgrade Now'. After this, the Pana will reboot automatically

CoolpoTools

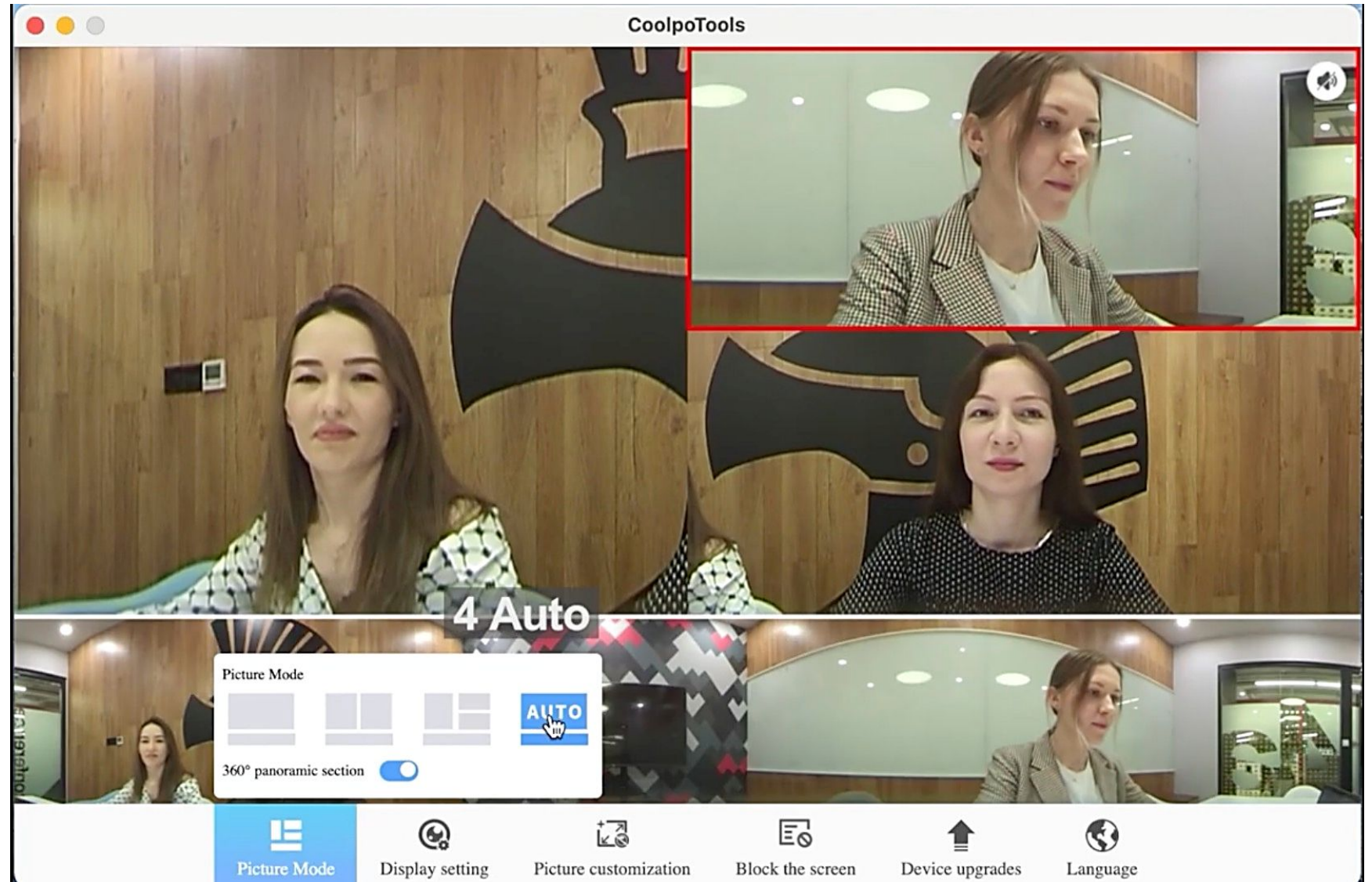
Mode

Auto Mode: up to 3 active participants.

Dual Positioning: visual and auditory

Choose no. of panels (1-3)

Panoramic on/off toggle key



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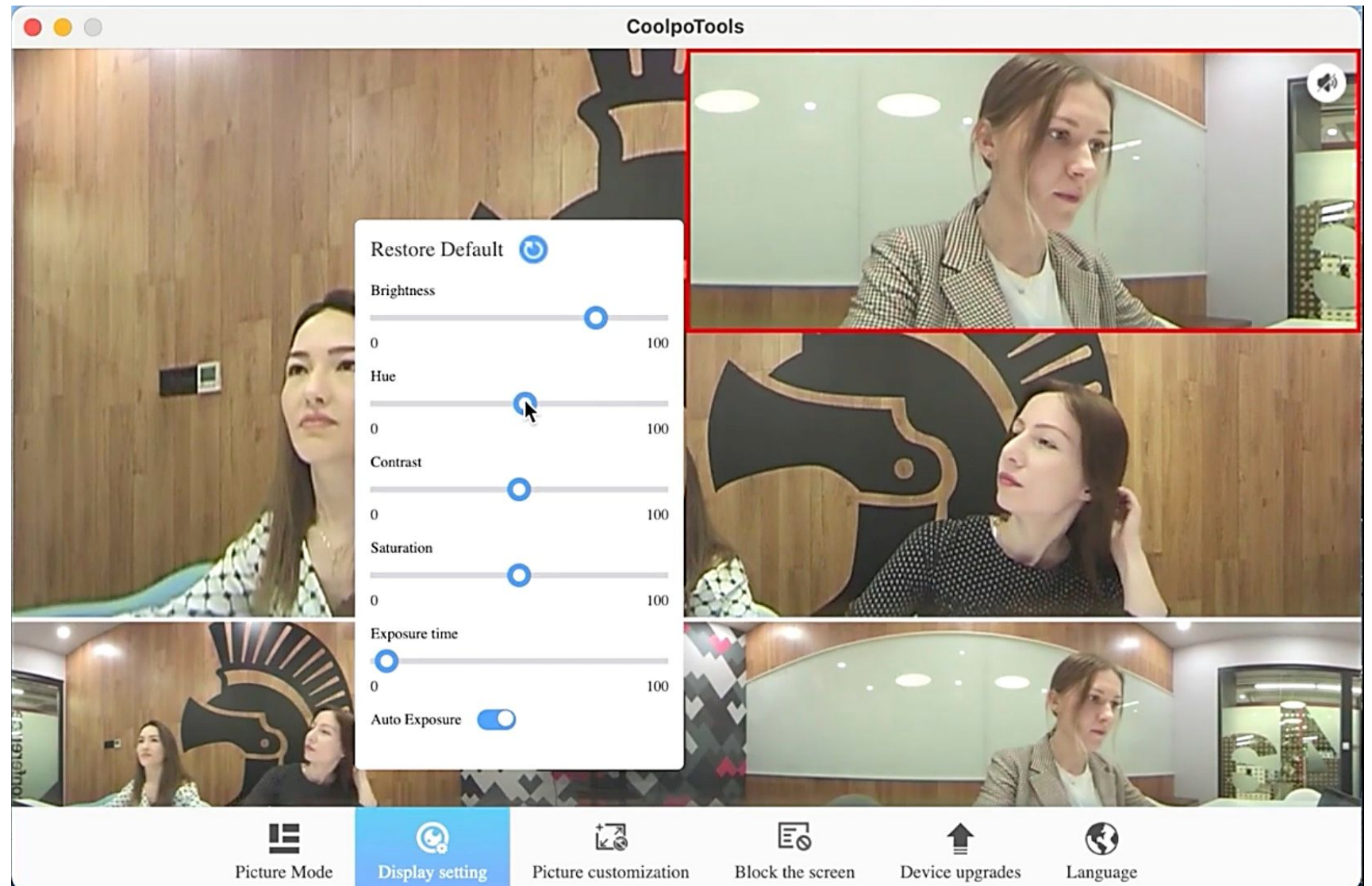
CoolpoTools

Adjust

Brightness adjustment

Color Balance adjustment

Contrast and Saturation adjustments



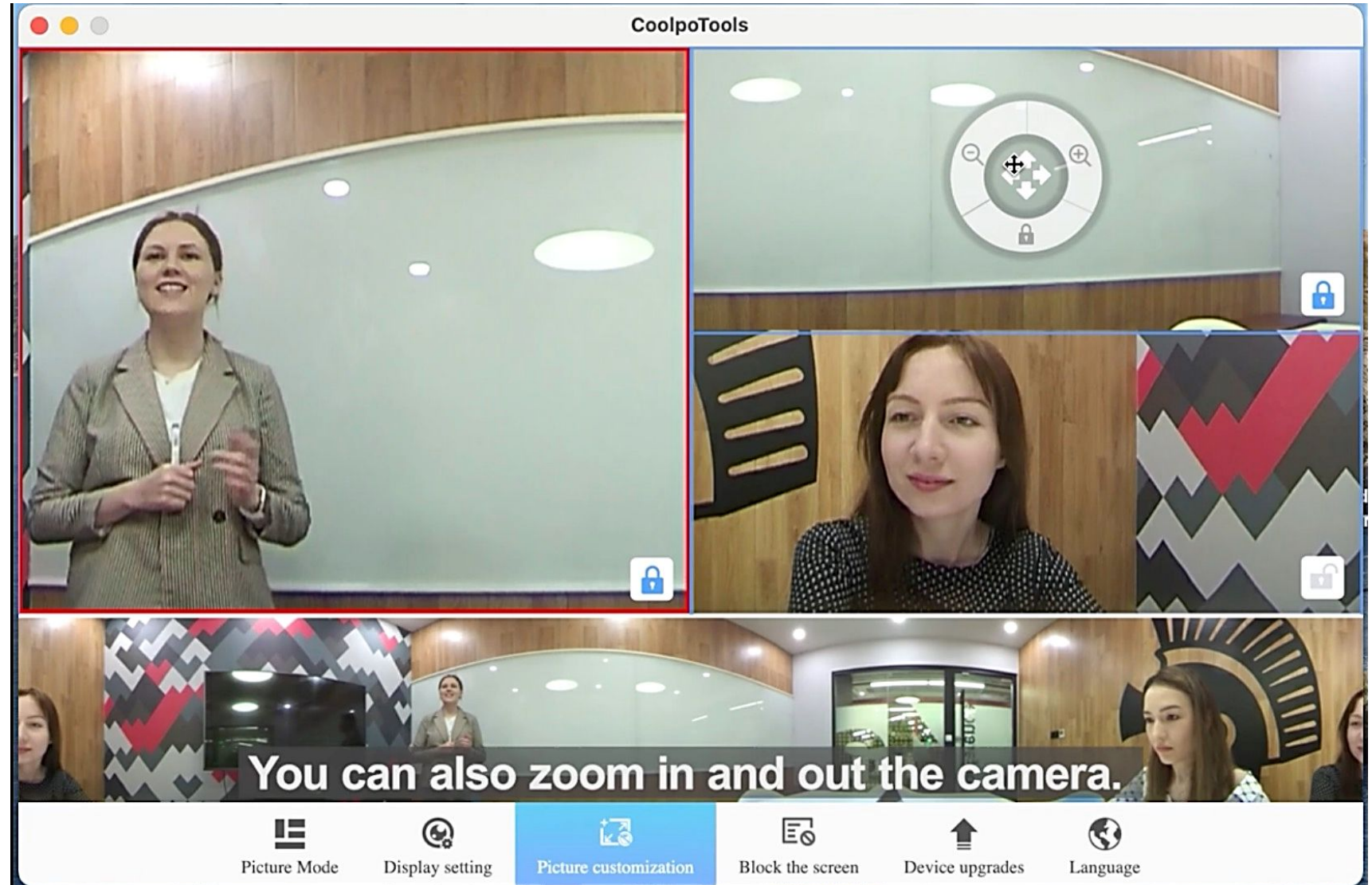
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CoolpoTools

Customization

(outside of Auto Mode)

Lock on presenter/s or key angles in the room



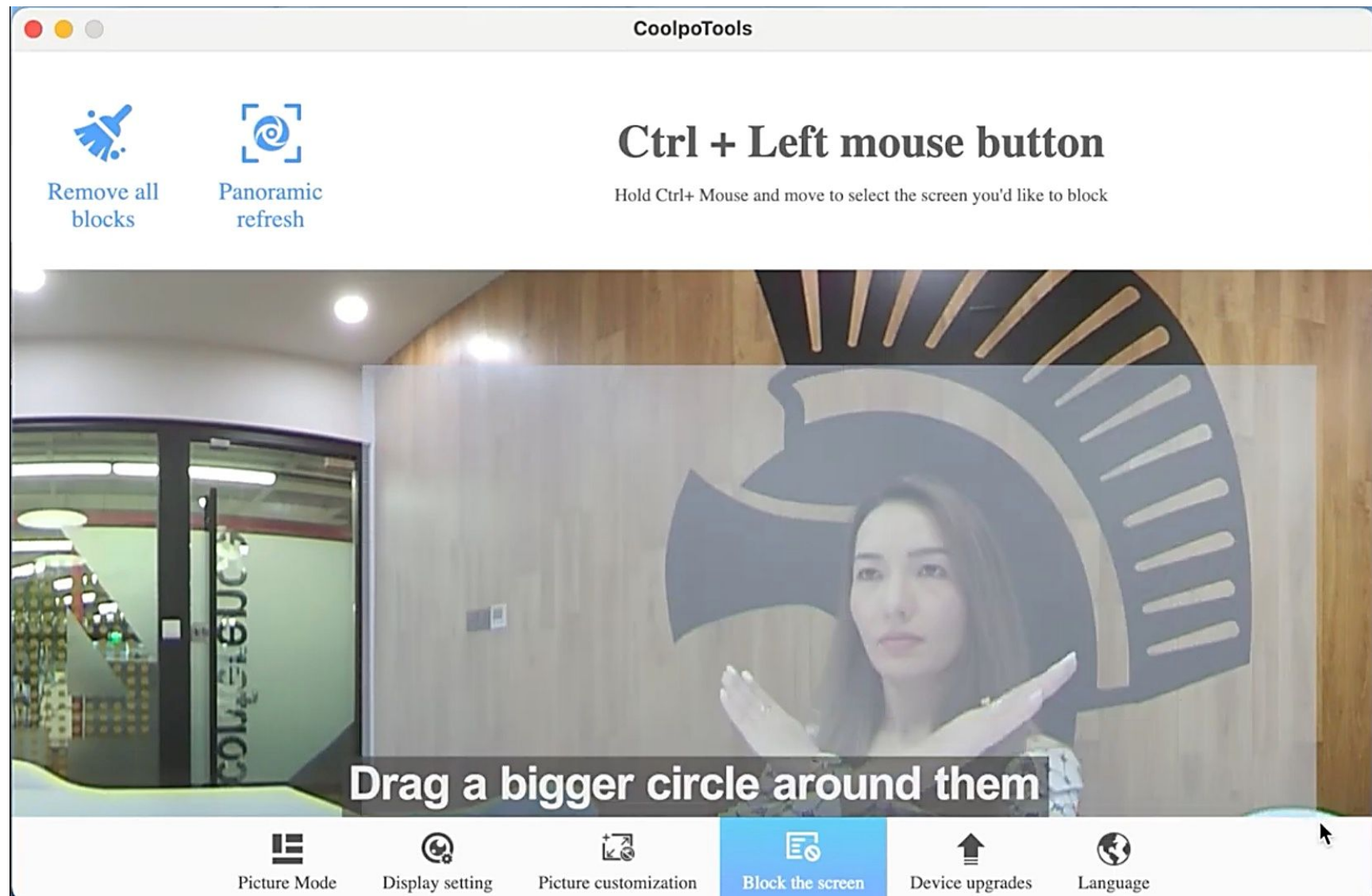
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CoolpoTools

Block

Block areas from being captured in the panning frames

Does not apply to the panoramic view



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CoolpoTools

Language

Simplified Chinese

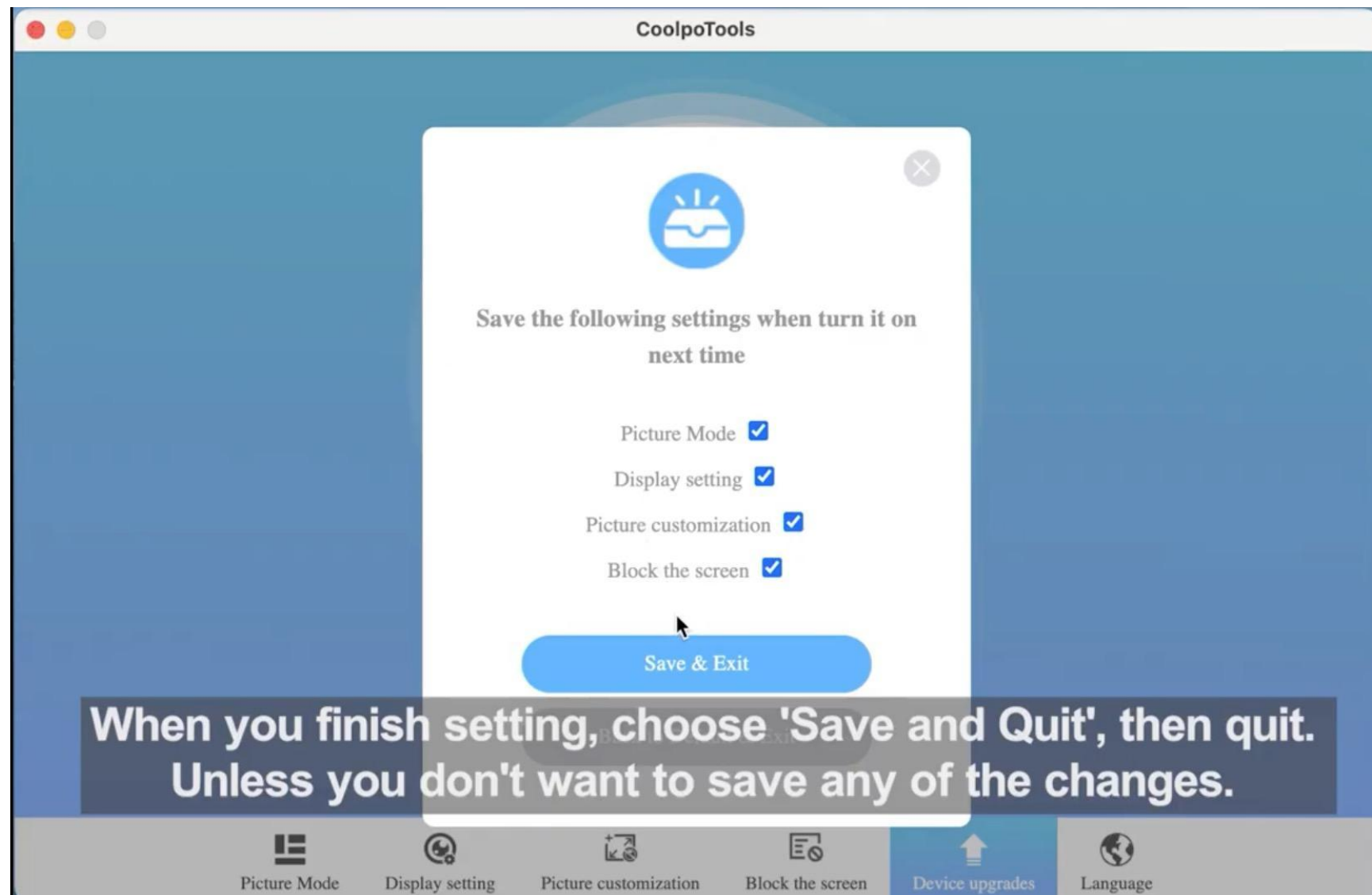
English

German

Japanese

Save and Quit

Save settings for use on a different computer



Safe handling

- Don not move the PC/Laptop with the Pana **still attached** to the USB port
- **Incorrect handling** (i.e., dropping the Pana) may cause data loss and may invalidate the warranty
- Do not attempt to disassemble, modify, or repair the Pana on your own. This invalidates the **warranty**
- **Liquids** can damage the internal electronics.
- Do not block the **airflow** around the device while the power is on
- Do not stack anything on **top** of the Pana
- The camera lens must be **covered** using the included camera cover whenever the device is not in use

Warranty

- Warranty is set to **12** months.

The Pana does not turn on

- Please make sure the power cord is inserted properly in the Pana
- Make sure the outlet is working properly

POWER BUTTON

- Press once for 1 second to turn on/off (**BLUE** light should be at the bottom of the Pana when on)
- Press thrice (3x) to **restart**
- Press successively 6 times to enter USB mode and update firmware (**RED** light should be at the bottom of the Pana when on)

Camera Trouble

- **Automatic Panning, Zooming , and Tilting**
 - Download CoolpoTools from our website. Using the software, you may customize your camera preferences
- **Irregular camera hues (yellow, red, etc.)**
 - Download CoolpoTools from our website. Using the software, you may customize your picture preferences
 - Update/upgrade the device's firmware using CoolpoTools
- **Low Video Quality/Resolution**
 - Not all video conferencing platforms support 4K resolution
 - A slow internet connection could result to poor video quality

720p	512 kbps
1080p	1 mbps
4K	2048 kbps

Camera Trouble

To further isolate camera issues:

- Make sure your operating system is **Windows** or **Mac OS**. Other operating software are not supported by the Pana at this time
- Make sure you PC **allows** external USB camera devices
- If the PC cannot detect the Pana, it may be a USB cable issue. Any **Android-compatible 3.0 micro USB cord** you have should work.
- Troubleshoot using a different video conferencing platforms

Short USB cord

- **USB adapters** may be used to extend the distance of the Pana from your computer
- If there is a need for a USB extension/adaptor, you may contact our office. We may be able to send you a 5M USB-extension or send you a link of one.
- NEW Pana packaging includes 5M cable + short cable

Audio Trouble (speaker and microphones)

To isolate the problem:

1. Try using different computers with the Pana (it may be that the Pana is not compatible with the original PC/laptop. If this does not resolve the issue,
2. Try using a different USB cord with the Pana. Any Android-compatible 3.0 micro USB cord should work.
3. Make sure your CoolpoTools and Firmware are both up-to-date

Useful References

- “All you need to know about CoolpoTools”
 - <https://www.youtube.com/watch?v=tTWuiMcFUtg>
- 360 Conference Camera // Coolpo 4K AI Powered Video Conference Camera
 - <https://www.youtube.com/watch?v=Yl5EM487z9Q>
- Coolpo Video Conference Camera Settings via Coolpo Tools
 - https://www.amazon.com/vdp/ofe6f7b6c8dd4a18aa2fc20312d8f7b5?ref=dp_vse_rvc_1
- Initial Use Article
 - <https://www.coolpolens.com/en/mediaView/6178f8b5d9a783574024020f.html>
- FAQs
 - <https://docs.google.com/document/d/12BXPt9yVxnKUF8gtADjq6eLPM9BkYRE2J6gUg7aNvWc/edit>