BRAVIA Meeting Free

User Guide

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1. Overview

BRAVIA Meeting provides a means of comfortably using a BRAVIA that is installed in a meeting room.

Functions

BRAVIA Meeting offers the following main functions:

- Automatic switching of inputs
  - This software can automatically execute input switching.
  - BRAVIA automatically displays the PC screen simply by connecting the external input terminal to the PC.
- Automatic power OFF function
  - This software automatically turns BRAVIA OFF after a fixed period of inactivity (no input or operations performed) has elapsed.
- Presentation timer
  - This software allows you to display a timer on the screen simply by one-touch operation of the remote control.
- Customizing the home screen
  - You can customize the home screen as you like. For example, playing back still images or videos or embedding your favorite web page.
  - You can customize the names of external inputs or icon images.
- Customizing the Help page
  - You can specify the URL of your favorite web page as the Help page.

2. Setup (Free version)

Setting Up BM1 Display

Setting clock to BM1 Display

To accurately display the time when BRAVIA cannot be connected to a network, you must set the time to BM1 Display by the following procedure.

1. Press the “9” button on the remote control on the BM1 Display home screen.
2. The current time setting dialog box is displayed. Set the current time, and press “OK”.

The date/time setting of BM1 Display is cleared when BRAVIA reboots or BM1 Display exits. Connect BRAVIA to a network and set the date/time correctly if you want to display the clock in BM1 Display.

BM1 Display Setting Items

Perform settings by directly operating BM1 Display with the remote control. Display the setting dialog box by pressing the “Play” button on the remote control on the BM1 Display home screen.

The following items can be set in the free version of BM1 Display:

Setting Item	Explanation
Home screen > Title	Sets the name of the meeting room and organization that is displayed on the home screen.
Home screen > Subtitle	Sets the name of the meeting room and organization that is displayed on the home screen.
Home screen > Clock	Displays the clock on the home screen.
Home screen > Web frame	Sets the URLs of web pages that are displayed on the home screen. “None”: No display “Half”: Web page is displayed in the upper half of the screen “Full”: Web page is displayed on the full screen Web Pages which are not allowed to be displayed in an iframe by the “X-Frame-Options” HTTP response header can’t be displayed.
Power > Auto power off	Turns BRAVIA OFF when operation is disabled due to inactivity on the home screen. This item can be set in 1-minute increments.
Power > Auto reboot	Reboots BRAVIA automatically weekly. Reboot is executed when BRAVIA is inactive for a while.
Inputs	Sets the labels of the inputs.
Help URL	Sets the URL of your own help page. The default help page is replaced when this is set.
Settings lock	Sets the PIN code needed to open the setting screen. When a PIN code is set, the setting screen can only be opened by entering the correct PIN code.

Setting Still Images and Videos as the Home Screen Background

You can play back still images and videos on the BM1 Display home screen by playing this playback media in the “media” folder or below in USB storage device.

Description	Download
Media Folder Sample	Download (2KB)

Home Screen Background Setting Specifications

The specifications of the background settings for the home screen are as follows:

- Files are played back by name in alphabetical order (regardless of whether media type is still image or video)
- Sub-folders are not supported
- The default playback time for still images is 10 seconds
  - The playback time can be specified by appending the file name before the file extension with the desired playback time (e.g. “30sec”)
    - Example) `image(30sec).png`
  - The playback time for video is to the end of the video content
- If the only media file is one still image, that image is displayed at all times
- If the only media file is one video, that video is repeatedly played back.

Don’t include a video element in the web page set by “Web URL” when you set a video for the background.

Supported Format and Extension

For details on the supported format codecs, refer to the BRAVIA B2B HTML5 Solution Technical Manual.

- Still images
  - JPEG: jpeg, jpg
  - PNG: png
- Videos
  - MP4: mp4
  - MPEG TS: ts, m2ts

Extensions are not case-sensitive.

3. Basic Usage

Admin Page

“Display” tab

You can turn the power of the display on or off, change the display input, and view/edit/delete displays.

Display management operation can be easy and efficient by attaching tags made up of common display settings to the display. You can configure setting items the same as those of the display in to a tag, then enable the settings of the attached tags as display settings.

- You can attach 0 or more tags to one display.
  - If multiple tags are attached, a previously attached tag is enabled.
    - You can change the order of the tags by dragging and dropping them in the display settings.
- You can attach tags to 0 or more displays.
- You can select to overwrite a display’s settings or use a tag’s settings when a tag is attached.

Bulk display control

You can control multiple displays at a time by clicking the checkboxes of the displays and clicking “Display control”.

Editing bulk tags

You can edit the tags of multiple displays at a time by clicking the checkboxes of the displays and clicking “Bulk tag edit”.

“Tag” tab

You can view/edit/add/delete tags.

“Settings” tab

You can configure the server settings, schedule integration settings and authentication settings.

Home Screen

While the home screen or an external input is displayed, you can perform the following by remote control or by touching the touch panel.

Remote Control Operations

Operation	Action
“↑”, “↓”, “←”, “→”, or “Enter” button	Displays the menu.
“0” button	Switches visibility of the status bar displayed in the top right corner of the screen. The status bar is always displayed on the HOME screen.
“1” button	Switches external input to HDMI 1.
“2” button	Switches external input to HDMI 2.
“3” button	Switches external input to HDMI 3.
“4” button	Switches external input to HDMI 4.
“9” button	Displays the time setting dialog box.
“Play” button	Displays the setting dialog box.
“Red” button	Displays the presentation timer of the menu.
“Blue” button	Displays Help.

Touch Operations

When you touch anywhere on the screen, the menu guide will be shown on the bottom of the screen. When you touch the menu guide, the menu will be shown.

Automatic Switching of Inputs

Connected inputs are automatically switched to if external equipment (e.g., PC) is connected to the HDMI terminal on BRAVIA.

- If an external equipment is connected when BRAVIA is OFF, BRAVIA is automatically turned ON and the newly connected input is automatically switched to.
- If additional equipment is connected when external equipment is already connected and an input already selected, the newly connected equipment is automatically switched to.
  - If the additionally connected external equipment is disconnected, the previously connected external input is

automatically switched to.

Presentation Timer

You can set the presentation timer from the home menu.

You can increase or decrease the timer in 1-minute increments by pressing the up/down buttons on the remote control or by touching the up/down arrow of the menu. To start countdown, press the “Enter” button on the remote control or touch the timer display part of the menu.

The countdown is displayed at all times at the top center of the screen. When the timer has counted down to 0, a notification is displayed on the screen.

Annotation (draw function) Mode

The Annotation mode can be started using the following operations:

- Press the “→” button on the remote control, select “Annotation” in the displayed menu and press the “Apply” button
- Press the green button on the remote control
- Touch the “Annotation” icon on the touch menu.

When BM1 Client is in use, the mode automatically transitions to the Annotation mode when Remote Pointer is connected.

If the mode is started up in the absence of external input, the screen background is white and can be used as a whiteboard. If the mode is started up with an external input present, drawing directly over the display screen of the external input is possible.

You can perform the following operations in the Annotation mode:

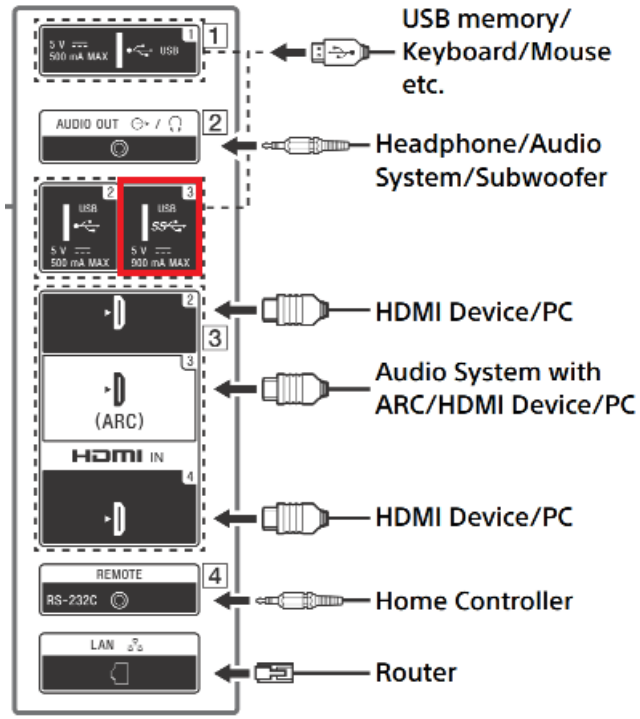
- Drawing tools
  - Switch to the mode for mouse operation of the PC connected by Remote Operation (Can be selected only while Remote Operation is connected)
  - Switch to the mode for touch operation of the PC connected by Remote Operation (Can be selected only while Remote Operation is connected and the PC supports touch operation)
  - Switch to draw operation
  - Select draw operation colors
  - Switch to rubber eraser operation
  - Undo
  - Redo
  - Clear entire screen
  - Save drawings to USB storage device. USB storage device must be inserted into BRAVIA. When capturing screenshots is not allowed, images cannot be saved.
  - Exit Annotation mode
- Move Annotation toolbar
  - Move Annotation toolbar up/down/left/right by dragging and dropping button-free area of toolbar
- Minimize Annotation toolbar
  - Minimize Annotation toolbar by touching button-free area of toolbar
    - Resize minimized toolbar by touching a spot nearby the toolbar

You can exit the Annotation mode using the following operations:

- Touch “x” button on Annotation toolbar
- Press “Apply” or “Back” button on remote control
- Turn BRAVIA power OFF

Known Issue

- When a USB camera and USB microphone are connected to BRAVIA at the same time, the microphone will not be available after reboot of the BRAVIA.
  - Workaround: Connect a USB microphone to USB 3 of BRAVIA as below.



  - Recovery Method: Disconnect the USB microphone once and connect it again.
- When a USB camera and USB microphone are connected to BRAVIA at the same time, each time one of them is disconnected, connecting to a video conference will be fail.
  - Reovery Method: Disconnect both USB camera and USB microphone once and connect the one you want to use.
- When you connected to a video conference, your video and audio feed may not be available to the other participants of the video conference.
  - Recovery Method: Exit the video conference once and connect again.
- When you try to connect to a video conference, the BRAVIA screen may become a black and you cannot operate it.
  - Recovery Method: Reboot the BRAVIA by pressing the [Power] button by remote control for more than 5 seconds.
- When you try to connect to a video conference, the video conference may not start. After that you try to connect again but the “Camera or microphone is not available.” or “The video conference is full.” dialog may be shown.
  - Recovery Method: Reboot the BRAVIA by pressing the [Power] button by remote control for more than 5 seconds.