

# Renovo Video Scheduler 7.0

## A quick 'upgrade' guide for users of Renovo Video Scheduler 6.x and earlier versions

This guide is intended to help existing users of Renovo Video Scheduler software adjust quickly to the interface refresh changes that have been implemented in Renovo Video Scheduler release 7.0. This version has been updated to include web changes made through released build 7.1.1.16, dated 05/23/2018.

Although the look and feel are changed from Renovo Release 6.4, the functionality is still there (with many new enhancements added), and we think we've made the scheduling interfaces easier to use and navigate, easier on the eyes, and even more fully-featured and user-friendly.

### ***Highlights of Video Scheduler 7.1.1.16:***

- Drop-down menus and a rectangular, framed format make it easier to schedule using tablet and touch-screen devices, including phones.
- The interface has been refreshed with appearance and navigation features similar to those found in current office-related product suites.
- Color schemes are subdued and understated, with largely white backgrounds and gray shading for column headers and separators.
- Brightly colored buttons have replaced buttons that tended to blend into the background in previous Video Scheduler releases. The buttons have also largely replaced underlined text links that were not always easy to read or find in previous versions.
- Filtering is always available at and across the top of the page you are viewing. You do not need to click into a separate box or click out of the box to make filtering active, as in past versions.
- Terminology on many pages has been updated. For example, 'Bridge' replaces 'MCU', and 'Conference Now' replaces 'Ad Hoc' scheduling.
- The Calendar page (home page for most users) can be easily changed between four views: no need to navigate to your User Preferences or bring up Calendar View reporting to change your view.
- Calendar page filtering is dynamic, and begins as soon as you enter any text into the filter box.
- Conference status colors have been updated and grouped.
- Conference Now (Quick ADHOC), Quick Scheduler (Most Options are Default) and Full Scheduler (Includes a manual options).

This document has screen shots on every page. Items with the most visible and structural changes are shown first (calendar and scheduling screens), while those with the fewest changes are shown later (admin and events menus). We hope that you will find this document useful, and that the changes we have made will help you to schedule video (and non-video) conferences.

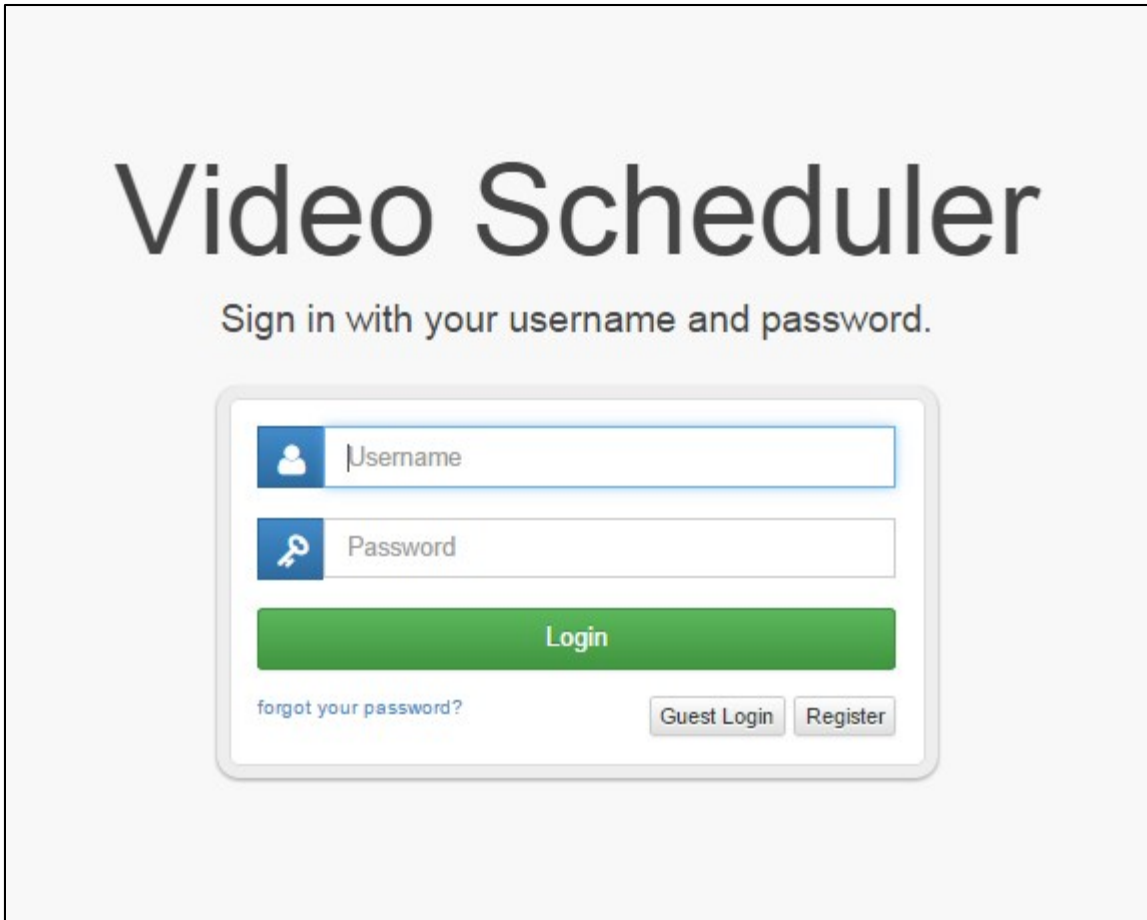
Sincerely,

--The Renovo/GTL Team

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Login page: <http://vs.video.more.net/VideoManager>



The image shows the default login screen for Video Scheduler. It features a large title "Video Scheduler" at the top, followed by the instruction "Sign in with your username and password." Below this is a login form with two input fields: "Username" (with a person icon) and "Password" (with a key icon). A green "Login" button is positioned below the password field. At the bottom left of the form is a link "forgot your password?", and at the bottom right are two buttons: "Guest Login" and "Register".

**Figure 1 – Video Scheduler default login screen**

Login process and options are the same. Login directs the user to the Calendar page, as before.

## Calendar

The screenshot shows the MOREnet Calendar interface. At the top, there is a navigation bar with links: CALENDAR, NEW, SEARCH, EVENTS, REPORTS, and ADMIN. On the far right of this bar is a 'Renovo' button. Below the navigation bar, the word 'Calendar' is prominently displayed. To its right, a dropdown menu is open, showing options: User Preferences, User Profile, Change Password, and Log Out. Below the 'Calendar' title, a message says 'Personalize your calendar view by going to Username > Preferences.' Below this, there are four buttons for calendar views: Daily By Room, Daily By Conference, Weekly, and Monthly. The 'Monthly' button is selected. Below the view buttons, there is a date range selector showing 'Tue, Dec 1, 2015 - Fri, Jan 1, 2016' and a 'Filter' button. Below the date range, there are several status checkboxes: Requested, Validated, Restart, Running, Complete, Cancelled, Assigned, Conflict, Suspended, and Error. Below these, there is a calendar grid showing events for the month of December 2015. The events are color-coded and include titles like 'Test Video dial out', 'Discuss Qumu-Renovo partnership', 'Test DK & Qumu', 'Test Kristine on Vidyo', 'Test Jim Conference', 'Sonema - GTL-Renovo Sales Discussion', 'Qumu-Renovo Technical follow-up', 'Test Renovo scheduling via Outlook', 'Test ad hoc dial', 'Discuss pricing and development proposal', 'ID Solutions-OneNet-Renovo Demo', 'Show on Calendar', 'Test conf room', 'Test Full Scheduler', 'Test Conference Now', 'Test', 'Test Quick Scheduler 3', 'Test Barcelona 1', 'Test Geneva 1', 'Test Event Booking', 'Spanish 1', 'Chemistry', 'Intro to Physics - Smr', and 'German II - Anderso'. Red arrows point from numbered callouts to specific elements: 1 points to the MOREnet logo, 2 points to the New Drop-Down Main Menu, 3 points to the Renovo button, 4 points to the Renovo Video Scheduler version, and 5 points to the calendar view buttons.

1 MOREnet logo

2 New Drop-Down Main Menu replaces left-side Menu

3 Hover mouse over the 'Renovo\*\*' button to access

- User Preferences
- User Profile
- Change Password
- Log Out

4 Renovo Video Scheduler version shown here

5 Change calendar type on the fly here

Calendar Type display shown is Monthly

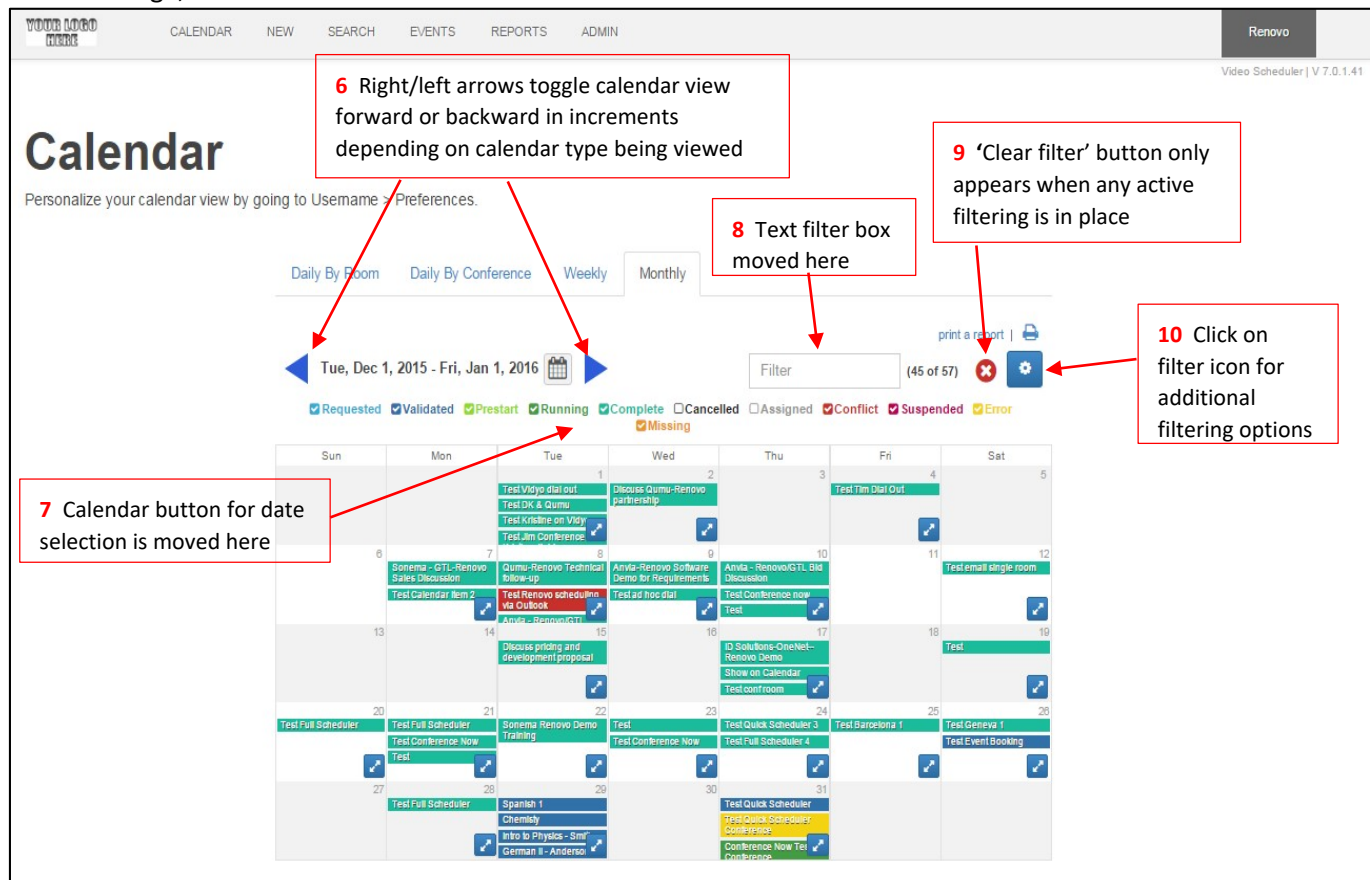
**Figure 2 – Calendar page menu and calendar option changes**

The look of the Calendar page has changed substantially, and there are more available options for the user.

1. MOREnet logo
2. New Main Menu location – menu has been moved from a column on the left side of the screen, to a drop-down menu across the top bar.
3. If you hover your mouse over the 'Renovo' button upper right, the User Preferences options and Logout options appear. \*\*The 'Renovo' button is the logged in user 'Renovo'. This will be replaced with your user name.\*\*
4. The Renovo Software Video Scheduler version is displayed just below the 'Renovo' button, upper right.
5. Calendar View menu option has been removed because all calendars are available as clickable choices on the Calendar screen.

MORE CALENDAR PAGE HIGHLIGHTS ARE SHOWN ON THE NEXT PAGE:

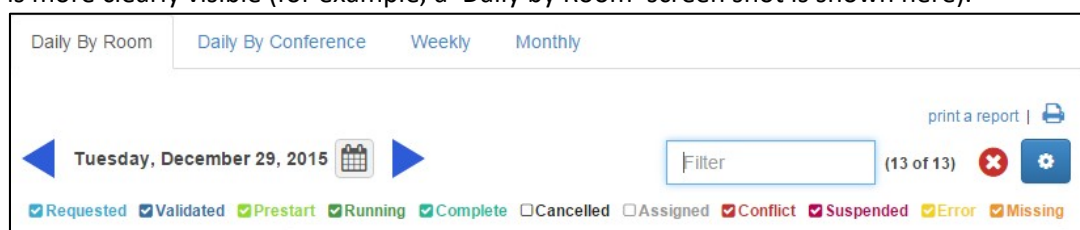
## Calendar Page, version 7.0 – Part 2



**Figure 3 – Calendar view and filter option changes**

Date Selection, Conference Search Filtering, and Conference Status filtering is dynamic, and is displayed at the top of the calendar list.

6. Calendar date searches are similar to previous versions, but the icons and selectors have been moved. The arrows are closer together than on the previous Calendar page for easier toggling of calendar dates.
7. The Calendar icon for monthly date selection (along with a calendar month dropdown and calendar year dropdown selector) is placed closer to the right-left arrow selectors, and the date range of the selected calendar is more clearly visible (for example, a 'Daily by Room' screen shot is shown here).



**Figure 4**

8. The text search filter box is placed at the top of the calendar view, instead of within a separate box.

9. The 'Clear filter' button helps to remind you if any conference filtering is in place. The button **only appears** if conference filtering is active.
10. The 'Additional Filter Options' button allows you to choose additional Filter options and Sorting options. As before, filtering options may be set in your user Preferences (located by clicking on 'Renovo' button (3, above). Additional Filter Options allows you to change your filtering preferences during this session, without having to go back to your User Preferences menu selections and saving them there. Calendar Page, version 7.0 – Part 3

The screenshot shows the Renovo Calendar interface. At the top, there's a navigation bar with 'YOUR LOGO HERE', 'CALENDAR', 'NEW', 'SEARCH', 'EVENTS', 'REPORTS', 'ADMIN', and a 'Renovo' button. Below this is a 'Calendar' header with the text 'Personalize your calendar view by going to Username > Preferences.' The main area shows a calendar grid for Thursday, December 31, 2015. A list of conferences is on the left, including 'HDX8000-215', 'Renovo Conf Rm 1000', 'Renovo Conf Rm 2000', and 'Renovo Conf Rm 3000'. A status bar at the top of the grid lists various statuses with corresponding color-coded icons: Requested (blue), Validated (blue), Prestart (green), Running (green), Complete (green), Cancelled (black), Assigned (orange), Conflict (red), Suspended (purple), and Error (yellow). A 'Filter' box is on the right, and a 'print a report' button is also visible.

**11** Text filtering is dynamic. Filtering updates as you type a string, and the **Clear filter** button immediately pops up.

**12 PLEASE NOTE** that status colors have been **UPDATED – CHANGED!!!**

**13** Conference status is dynamically filtered/unfiltered by checking or unchecking the check box next to its status description.

**14** Hover on any conference icon to see conference details. Displayed information is the same, but the format of the displayed details is changed slightly from previous software versions.

**15** Click on any conference icon to view its **Conference Summary** page. **Conference Summary** is described on the next page.

**Figure 5 – Calendar view color changes, dynamic filtering, Conference information and summary**

Filters are all located at the top of the calendar, and no longer placed into a separate box on the side of the page. Filtering is dynamic. \*\*\*\*Conference color indicators have **changed**, and some information displayed is shown in a different format than in past software versions.

\*\*\*\*We know that change is sometimes difficult, but we hope you'll like the new color scheme anyway ☺

11. As soon as you type any characters into the conference filter window, filtering will begin. You don't need to press the 'filter' button as in past software versions.
12. Status colors have been updated. Prestart, Running, Validated, Requested, and Complete are grouped into shades of blues and greens. Cancelled is black. Error remains Yellow. Conflict, Suspended, and Missing Endpoints statuses are grouped into shades of purple, red, and orange.
13. Conference status filtering is dynamic. When you check or uncheck any status box, filtering/un-filtering occurs.

14. As in previous versions, when you hover on a conference icon, you will see the conference details. The presentation of the text is different, but hopefully easier to read because fonts and shades have been introduced to separate some of the data elements.
15. As in previous versions, when you click on a conference icon, you will be placed onto the Conference Summary page for the conference. Conference Summary is described below.

## Conference Summary

The screenshot shows the 'Full Scheduler' interface with a 'Renovo' button in the top right. The main heading is 'Full Scheduler' with the subtitle 'Schedule multipoint conferences with additional options.' Below this is the 'Conference Summary (Reservation #26053)' section. A callout box labeled '1' points to a row of buttons: 'Validate', 'Load Reservation', and 'History'. Below this is a conference summary line: 'Conf: 295931 COMPLETED - MCU:SENT 12/29/2015 13:50' followed by a 'Cancel' button. A table of conference details follows, with columns for Title, Date, Conference Type, Retry Type, Number of Retries, Bridge IP, and Numeric Id. A callout box labeled '2' points to the 'Detail' button in the table. Below the table is a row of buttons: 'Set Origination', 'Detail', 'Remove', 'Remove', 'Select Rooms', and 'Bridge Setup'. A callout box labeled '3' points to the 'Set Origination' button. A callout box labeled '4' points to the 'Bridge Setup' button. The footer contains the copyright notice '© 2014 - Renovo Software Inc.'

**1** Buttons replace the icons at the top of the page.

**2** Conference detail text has been reformatted to make it a little easier to separate the information into its component parts.

**3** Buttons replace the underlined, highlighted text in the conference details.

**4** In many places, "MCU" has been replaced by "Bridge"

**Figure 6 – Conference Summary page**

The Conference Summary page is a good example of how buttons have largely replaced icons and clickable underlined/bolded/colored words. This is intended to improve efficiency of navigation on the pages.

1. Buttons have replaced the icons that were used in previous software versions. The icons were OK for people who were used to them, but they were sometimes inscrutable to others.
2. Detail text is reformatted, colored and boded, to make it easier to read and absorb and hopefully a little easier on the eyes.
3. Buttons have replaced underlined or bolded text in the conference detail area. They are easier to see and to click on, than the text fields they replaced.
4. 'Bridge' is the replacement term, where possible, for 'MCU'.

## Conference Scheduling Options

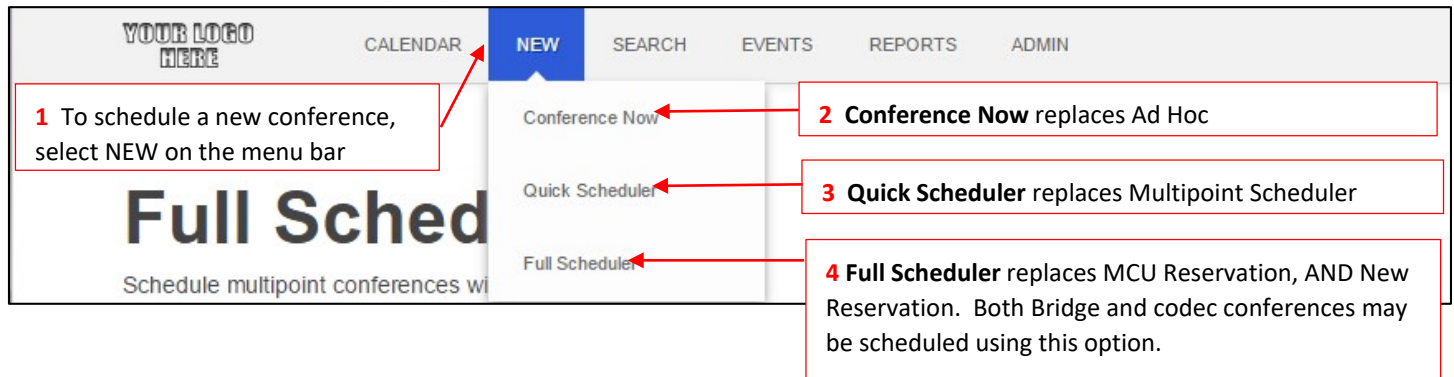


Figure 7 – New Conference menu selections

All new conferences can be scheduled via the NEW option on the drop-down menu. All of the scheduling methods have been renamed. The functionality of the various scheduling options remains, but you will find the look and feel of the schedulers to be a little different.

1. **Conference Now** replaces the previous 'Ad Hoc' scheduling method. **Not for MOREnet member use.**
2. **Quick Scheduler** replaces the previous 'Multipoint' scheduling method. **Not for MOREnet member use.**
3. **Full Scheduler** replaces both 'MCU Reservation', and 'New Reservation'. You can schedule Bridge (MCU) conferences, codec conferences, and 'No Transmit' (non-video) conferences using the same **Full Scheduler** scheduling option. **MOREnet members use this option.**



## Full Scheduler

When you select **NEW** on the drop-down menu and choose **Full Scheduler**, you are taken to the scheduling option that replaces both the MCU Reservation, and New Reservation schedulers in previous software versions. The scheduling pages contain the same content as previous versions, but the interface and some details have changed. All of the scheduling pages are presented below, in order, with options shown for Bridge (MCU) and codec (end point only) conference scheduling.

### Full Scheduler - General Information.

The screenshot shows the 'Full Scheduler' interface with the following steps highlighted:

- Step 1 – Enter Title**: Points to the 'Title' text input field.
- Step 2 – choose a Requested By user from drop-down if you are creating this Reservation for another user.**: Points to the 'Requested By' dropdown menu.
- Step 3 – Choose a Reservation Type (options Bridge, Endpoint or No Transmit). See details below.**: Points to the 'Reservation Type' dropdown menu.
- Step 4 – MOREnet Members - Conference Notes is replaced with Purpose of Event, Supporting Program, Number of Credits and Number of Participants. Details below.**: Points to the 'Next' button at the top of the form.
- Step 5 – Not for MOREnet member use.**: Points to the 'Description' text input field.
- Step 6 – select Next button at top or bottom of the page, to continue to the next page.**: Points to the 'Next' button at the bottom of the form.

The form includes fields for 'Title', 'Requested By', 'Reservation Type', 'Description', 'Conference Notes', and a checkbox 'Make this conference an Event'. Navigation buttons 'Next' and 'Finish' are present at both the top and bottom of the form.

#### Step 4:

This section shows the mandatory fields for Step 4:

- Purpose of Event \***: A dropdown menu with 'Select an Option'.
- Supporting Program \***: A dropdown menu with 'Select an Option'.
- Number of Credits**: A text input field.
- Number of Participants**: A text input field.

Step 4 – Purpose of Event and Supporting Program are mandatory fields. If Dual Credit is selected for Purpose of Event, always select

DESE for Supporting Program even if the requesting site is Higher Ed. The requesting site program affiliation will appear on the internal MOREnet reports for reference. Number of Credits and Number of Participants are for your information only and are not required fields.

Figure 10 – Full Scheduler (formerly MCU Reservation and New Reservation) General Information page

Step 3 details:

Reservation type **Bridge** is the default displayed reservation type, and is used for any **MOREnet** bridge (MCU) conference. **The other options in the dropdown list are for Non-MCU (codec or No Transmit) conferences and are not applicable to MOREnet members as the conference will not be active on the bridge.**

### Full Scheduler - Add Date(s)

Use this page to add conference dates and times. You will find that all of the previous date and time selection functionality is available, but the presentation has been reformatted.

The screenshot shows the 'Full Scheduler' interface for adding conference dates. It includes a navigation bar at the top with links: CALENDAR, NEW, SEARCH, EVENTS, REPORTS, ADMIN, and a 'Renovo' button. The main heading is 'Full Scheduler' with the subtitle 'Schedule a multipoint conference with additional options.' Below this is the 'Add Date(s)' section. It features a 'Back' button, a 'Next' button, and a 'Finish' button. The 'Start Date(s) (MM/dd/yyyy)' field is set to '01/04/2016'. There are fields for 'Pretest' (5 minutes), 'Start' (10:00), 'End' (11:00), and 'Duration' (01:00). An 'add date' button is present. Below these fields is a 'RECURRENCE' dropdown menu and an 'ADDITIONAL OPTIONS' dropdown menu. At the bottom, there is a table with columns: Conference, Pretest, Start Date, End Date, Title, and Status. The table contains two rows of test data. Below the table are buttons for 'update date/time' and 'delete'. At the bottom right, there are 'Back', 'Next', and 'Finish' buttons. Annotations with red arrows point to various elements: one points to the 'add date' button, another to the 'calendar icon' in the start date field, a third to the 'RECURRENCE' dropdown, a fourth to the 'generate' button in the recurrence window, a fifth to the plus and minus buttons in the table, and a sixth to the 'Next' button.

For a single conference time & date, first choose the times and date. Then, press the **add date** button to add the conference date to your list. Selected conference instances appear below. You can also click the **calendar icon**, multi-select dates and add all using the **add date** button.

For reoccurring conference dates, click anywhere on the **RECURRENCE** bar to access the **RECURRENCE** scheduling window (see **Figure 12** below). When you have selected your recurrence pattern, select the **generate** button to create recurring conference dates.

Plus button selects all conferences in the list. Minus button deselects all conferences in the list. Use these buttons when editing or deleting individual or all conferences.

After selecting your dates, press the **Next** button.

Conference	Pretest	Start Date	End Date	Title	Status
<input checked="" type="checkbox"/>	5	01/08/2016 10:00	01/08/2016 11:00	Test Full Scheduler Reservation	Incomplete
<input checked="" type="checkbox"/>	5	01/15/2016 10:00	01/15/2016 11:00	Test Full Scheduler Reservation	Incomplete

Figure 11 – Full Scheduler Add Date(s) window

Recurrences are formatted in a slightly different way than in previous software versions.

**RECURRENCE**

☐ End After 1 occurrences.

☒ End By 03/25/2016

☐ Daily ☒ Weekly ☐ Monthly

Recur every 1 week(s) on:

☐ Sunday ☒ Monday ☐ Tuesday ☒ Wednesday ☐ Thursday ☒ Friday ☐ Saturday

**generate**

To add recurring dates: Choose the date pattern for your recurring meeting, then select the **generate** button to generate the dates (and times, selected in the time selector in **Figure 11**). Generated instances are added to the conference date list as shown in **Figure 11**.

Figure 12 – Recurrence generation in Add Dates window

**Add Date(s)** page changes of note:

- Start and end times are presented in 30-minute increments in the **Start** and **End** times drop-down lists.

Start 8:47 AM - End 9:02 AM

12:00 AM

12:30 AM

1:00 AM

1:30 AM

2:00 AM

2:30 AM

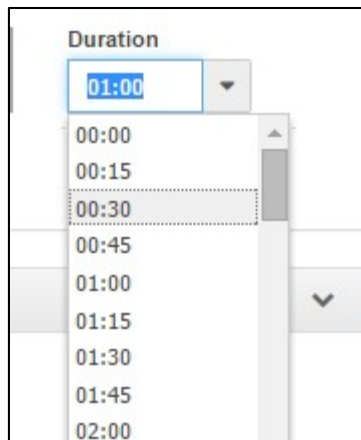
3:00 AM

3:30 AM

4:00 AM

Figure 13 – Start Time (and End time) drop-down selections in 30-minute increments

- Duration times are presented in 15-minute increments in the **Duration** time drop-down list.



**Figure 14 – Duration time drop-down selections are in 15-minute increments.**

- Start, end, or duration times that do not fit the presented drop-down pattern may be manually edited in the appropriate window (for example, Start time has been changed, and End time is being edited, in Figure 15 below).



**Figure 15 – And of the time selections may be edited by the user, to the minute level**

### Full Scheduler - Add Rooms

This page contains the same information that it did in previous versions, but the presentation has been reformatted.

# Full Scheduler

Schedule multipoint conferences with additional options.

## Add Rooms

Back
Next
Finish

Displayed ID	Name	In Use	Room Group(s)	Action
Codian, Test Room2	Codian, Test Room2		All Rooms, Off-Network Group	<a href="#">info</a> <a href="#">edit</a>
eanderson:http://vidyo.renov...	eanderson		All Rooms, Off-Network Group	<a href="#">info</a> <a href="#">edit</a>
ejarosek:http://renovo.sandb...	ejarosek		All Rooms, Off-Network Group	<a href="#">info</a> <a href="#">edit</a>
OffNetworkRoom	OffNetworkRoom- H323 only		All Rooms, Off-Network Group	<a href="#">info</a> <a href="#">edit</a>
OffNetwork-SK PC BEEHD	OffNetwork-SK PC BEEHD		All Rooms, Off-Network Group	<a href="#">info</a> <a href="#">edit</a>
Polycom40	Polycom40		All Rooms, Off-Network Group...	<a href="#">info</a> <a href="#">edit</a>
Polycom QDX	Polycom QDX		All Rooms, Off-Network Group...	<a href="#">info</a> <a href="#">edit</a>
skachroo:http://vidyo.renovos...	skachroo		All Rooms, Off-Network Group...	<a href="#">info</a> <a href="#">edit</a>
	Victrack SIP Room1		All Rooms, Off-Network Group	<a href="#">info</a> <a href="#">edit</a>
	Victrack SIP Room2		All Rooms, Off-Network Group	<a href="#">info</a> <a href="#">edit</a>
Polycom 6	Polycom 6		All Rooms, TMS Rooms	<a href="#">info</a>

Page 1 of 1

Displaying rooms 1 - 15 of 15 | Off-Network Rooms | [Add Selected Rooms](#)

### Selected Rooms

Select All Visible Select None [Remove Selected Rooms](#)

Displayed ID	Name	Participants	Origination Room
Polycom 5	Polycom 5	0	<input type="checkbox"/>
RMX Test Room	RMX Test Room	0	<input type="checkbox"/>
LifeSizeRoom	LifeSize	0	<input type="checkbox"/>

CONFERENCE NETWORK PARAMETERS

ROOM NETWORK PARAMETERS

Back
Next
Finish

Remember that rooms can be moved to **Selected Rooms** using any standard windows method. Highlight room or rooms with click, shift-click, ctrl-click, then double-click, or use **Add Selected Rooms** button. Or, filter the list down to what you want, click on **Select All Visible**, then **Add Selected Rooms**.

Edit – Not a MOREnet Member option.

See In Use scheduling rules changes in notes below Figure 16.

The first room you click on or select defaults to the **Origination Room**. If you are unsure which was first selected or you need to change room, click on the **Origination Room** check box for the desired room.

When you have selected all the rooms for your conferences, choose **Next**.

Figure 16 – Full Scheduler - Add Rooms page

### \*\*Change for Add Rooms page:

In previous software releases, when the **in use** indicator appeared next to a room on the room selection list, the user could click on the **in use** icon to view the conflict, but the room could still be selected for the new reservation – even though the Renovo software would certainly return a **Conflict** status when the reservation was booked (**Validated**). In Release 7.0, the user will still be allowed to view the **in use** conflict information, but will NOT be allowed to select the room for the new conference until the conflict is resolved in the Renovo scheduling system. A new, **requested** indicator will appear in the In Use column if you use Room Approvals, and a room has been Requested for Approval. Behavior is similar to the **in use** indicator: click the **requested** indicator to see the Requested conflict information. You will not be able to select the **requested** room for a new conference until the conflict is resolved in the Renovo scheduling system.

### Full Scheduler- Bridge Setup

This page contains the same information that it did in previous versions, but the presentation has been reformatted.

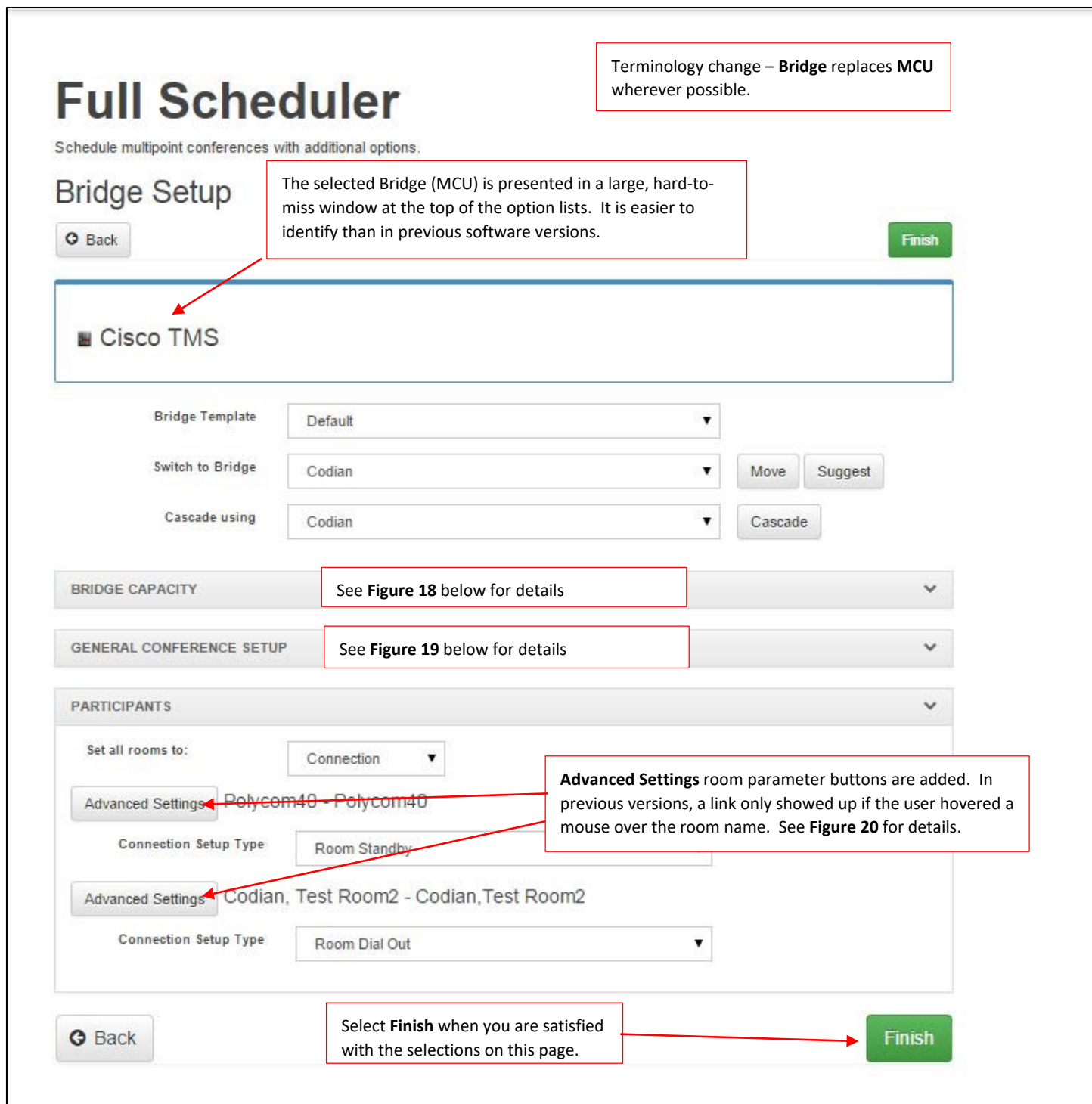


Figure 17 – Full Scheduler – Bridge Setup page

BRIDGE CAPACITY information window on the Bridge Setup page is normally open, but can be closed by clicking anywhere on the BRIDGE CAPACITY bar.

BRIDGE CAPACITY					
Service Type	Name	Available	Used	Required	Total
IP	TMS Limit	100%	0%	0%	0%
IP	Account Limit	100%	0%	20%	20%

update

## Bridge Setup

Back

Cisco TMS

If the bridge is full, change the conference to another bridge under Bridge Setup.

Bridge Template

Default

Switch to Bridge

Codian

Move

Suggest

Cascade using

Codian

Cascade

Figure 18 – Full Scheduler – Bridge Setup page – Bridge Capacity information display

GENERAL CONFERENCE SETUP information window on the Bridge Setup page is normally open, but can be closed by clicking anywhere on the GENERAL CONFERENCE SETUP bar. The information displayed in this window varies depending on the Bridge that is selected for the conference. These options will be discussed in your individualized training.

## General

Numeric ID

Conference Password

☐ Auto-disconnect Unscheduled Callers☐ SIP Registration

ISDN Dial-in Number

Max Participants

Line Rate

Conferencing Mode

Switching Video Type

☒ Switching High Profile

Encryption

☒ Packet Loss Compensation☐ Exclusive Content Mode

TIP Compatibility

FW NAT Keep Alive

Video Quality

Maximum Resolution

☒ Video Clarity☐ Auto Brightness

Content Settings

☐ AS SIP Content☐ Multiple Content Resolutions☒ Content Transcoding H.264☒ Content Transcoding H.263☒ H.264 Cascade Optimized

Content Protocol

Content Resolution



## Video Settings

☒ Send Content to Legacy Endpoints

☐ Presentation Mode

☐ Same Layout

☐ Lecturer View Switching

Lecturer Name

Auto

☐ Auto Layout

Video Layout

1x1

Layout Detail

## Audio Settings

☒ Audio Clarity

☐ Mute Participants Except Lecturer

Speaker Change Threshold

Auto

☒ Auto Mute Noisy Endpoints

## General

☒ Echo Suppression

☐ Keyboard Noise Suppression

☐ Enable Site Name Display

IP VCR Folder

default

PARTICIPANTS

Set all rooms to:

Connection

Bitrate

Advanced Settings

- Columbia Connie Vidyo

Connection Setup Type

Room Standby

Personal Bitrate

Auto

Advanced Settings

- Columbia MOREnet Connie VidyoSharedRS

Connection Setup Type

Room Standby

Personal Bitrate

Auto

Back

Finish

Participants – confirm the connection setup type is accurate. Room Standby = the bridge will call the room, Room Dial Out = the room will call the bridge. MOREnet can change the default from Room Standby to Room Dial Out. Please email [video@more.net](mailto:video@more.net) with the endpoint identifying information and how they should be configured and we'll make the changes.

Select Finish.

**Figure 19 – Full Scheduler – Bridge Setup page – General Conference Setup option selection window (Cisco TMS example)**

## Full Scheduler – Summary

The screenshot shows the 'Full Scheduler' interface. At the top, there's a navigation bar with 'YOUR LOGO HERE', 'CALENDAR', 'NEW', 'SEARCH', 'EVENTS', 'REPORTS', 'ADMIN', and a 'Renovo' button. Below the navigation bar, the page title 'Full Scheduler' is displayed, followed by the subtitle 'Schedule multipoint conferences with additional options.' and a 'Summary' section. The main content area includes a 'Select additional email notification recipients using the Email To: button – see Figure 20' instruction. Below this, there's a 'Filter (2 of 2)' button and a 'Filter' button. A 'Validate' button is highlighted with a red box and an arrow pointing to it from a text box that says 'Final step, as in previous versions, is to Validate your reservation so that resources are booked, and reservation and conference numbers are assigned.' Another red box points to the 'Email To:' button with the text 'Select additional email notification recipients using the Email To: button – see Figure 20'. A third red box points to the 'Filter' button with the text 'Filter conferences on this page using the Filter button – see Figure 21'. A fourth red box points to the 'Validate' button with the text 'Icons are replaced by buttons'. A fifth red box points to the 'Filter' button with the text 'Jump to any previous Full Scheduler page, to make modifications to your reservation.' The main content area also displays a reservation details table with columns for 'Title', 'Pretest Time', 'Date', 'Conference Type', 'Retry Type', 'Number of Retries', 'Bridge IP', 'Numeric Id', and 'Polycom 6'. The table shows a reservation for 'Test Full Scheduler Reservation' on '01/08/2016 10:00 - 01/08/2016 11:00'. Below the table, there are buttons for 'Quick Scheduler', 'General Info', 'Date/Time', 'Select Rooms', 'Bridge Setup', and 'Add Instance'.

Figure 20 – Full Scheduler – Summary page

Select the **Email To:** button to select additional email recipients from your Email Contacts list, to receive reservation and conference notification emails.

The screenshot shows the 'Full Scheduler' interface for 'Additional Recipients'. The page title 'Full Scheduler' is at the top, followed by the subtitle 'Schedule multipoint conferences with additional options.' and the section title 'Additional Recipients'. The main content area includes a table of 'Available Contacts' with columns for 'Name' and 'Email'. The table lists contacts: 'rtret' (rtre@ksjtd.com), 'hgth' (ghgh@jastdj.com), 'Jim Olson' (jolson@renovosoftware.com), and 'kpullman@renovosoftware.com'. Below the table, there's a 'Recipients' section with input fields for 'Enter Name' and 'Enter Email', and buttons for 'New' and 'Remove'. A 'Return' button is located at the top right. Annotations include: a red box pointing to the 'Return' button with the text 'Select Return button when finished.'; a red box pointing to the 'New' button with the text 'Add a new email recipient by entering Name and Email address, then press New.'; and a red box pointing to the 'Available Contacts' table with the text 'Add email recipients for this reservation, by moving them from the upper window to the lower window.'

Figure 21 – Full Scheduler – Summary page – Add Email recipients

Use the **Filter** button (shown in **Figure 20** above) to filter conferences on the **Summary** page.

Filter options for **Summary** page:

- Filter window for text (room name, room ID)
- **Filter** drop-down for day of week, or day pattern
- **Future Only** check-box to filter past conferences
- **Default** button to show your user-configured base filter
- **Show all** button to remove all filters

Use **Apply** button to activate the new filter.

Figure 22 – Full Scheduler – Summary page – Filtering conferences in the reservation

Use the **Detail** button (shown in **Figure 20** above) to display details for the corresponding conference or room.

**Set Origination** has been changed from text to a button. Individual conference origination rooms may be changed here.

**Remove** has been changed from text to a button. Individual conferences, or rooms within a conference, can be removed here.

Conf: new	REQUESTED - MCU:REQUESTED	Date: 2015/05/23 10:00 AM	Detail	Remove
<b>Title</b>   Test Full Scheduler <b>Date</b>   2015/05/23 10:00 AM - 2015/05/23 11:05 AM <b>Conference Type</b>   Multipoint <b>Retry Type</b>   Manual Retry <b>Codian, Test Room2 - Codian, Test Room2</b>   REQUESTED   <b>Set Origination</b>   Detail   Remove <b>Polycom40 - Polycom40</b>   REQUESTED   ORIGATION   Detail   Remove				
Conf: new	REQUESTED - MCU:REQUESTED	Date: 2015/05/24 10:00 AM	Detail	Remove

Figure 23 – Full Scheduler – Summary page – Conference Origination and Detail

## SEARCH

Choose **SEARCH** from the drop-down menu list to access the **Search** screen to search for reservations and conferences.

The screenshot shows the 'Search' page with a navigation bar at the top containing 'CALENDAR', 'NEW', 'SEARCH', 'EVENTS', 'REPORTS', and 'ADMIN'. The 'SEARCH' tab is active. On the right, there is a 'Renovo' button and a version indicator 'Video Scheduler | V 7.0.1.41'. The main heading is 'Search' with the subtext 'Find an existing reservation.' Below this are three input fields: 'Reservation ID' with a '#' placeholder, 'Conference ID' with a '#' placeholder, and 'Date Range' with a format '(MM/dd/yyyy)' and 'Starting'/'Ending' date pickers. A 'Filter' dropdown is set to 'No Base Filter', and there are checkboxes for 'Future Only', 'default', and 'show all'. A row of status filters includes 'Requested', 'Validated', 'Prestart', 'Running', 'Complete', 'Cancelled', 'Assigned', 'Conflict', 'Suspended', 'Error', and 'Missing'. A green 'Search' button is at the bottom right. Red arrows point from a text box to the 'Reservation ID' and 'Conference ID' fields, and from another text box to the 'Filter' dropdown. A third text box points to the status filter row.

To search for reservations or conferences:

- enter a **Reservation ID** or **Conference ID**
- edit the default search **Date Range** if desired
- Enter any additional filtering criteria
- Use the **Search** button to initiate the search

The **Search** filters in the lower section of this page, work in the same way as described in **Figure 22**, above.

Figure 24 – Search page

After you select the **Search** button, results are displayed below the filter options on the page.

The screenshot shows the search results page. It includes the same filter options as the previous screenshot. Below the filters, it says '10 Reservations found'. A table displays the results with columns for 'Reservation ID', 'Title', and 'Requestor'. Red arrows point from a text box to the 'Title' column header and from another text box to a specific reservation row.

Sort results by clicking on any column header.

Click on any **Reservation** in the displayed results to bring up its **Summary** page.

Reservation ID	Title	Requestor
26056	Conference Now Test Conference	Support, Renovo
26060	Department Analysis - Northeast Region	Support, Renovo
26061	Department Analysis - Southeast Region	Support, Renovo
26063	Planning FY 2016 - Operations	Support, Renovo
26062	Quarterly Reviews - Southwest	Support, Renovo
26059	Spanish I	Support, Renovo
26054	Test Full Scheduler Conference	Support, Renovo
26055	Test Quick Scheduler Conference	Support, Renovo
26057	Test Quick Scheduler Conference	Support, Renovo
26043	Test Quick Scheduler	Barto, Michelle

Figure 24 – Search results displayed at bottom of Search page

**ADMIN** (This is available for an additional fee. It is listed as Remote Conference Management under Services on <http://www.more.net>)

Select **ADMIN** from the drop-down menu to access the Admin functions list. The menu will vary based on available options and privileges for the user.

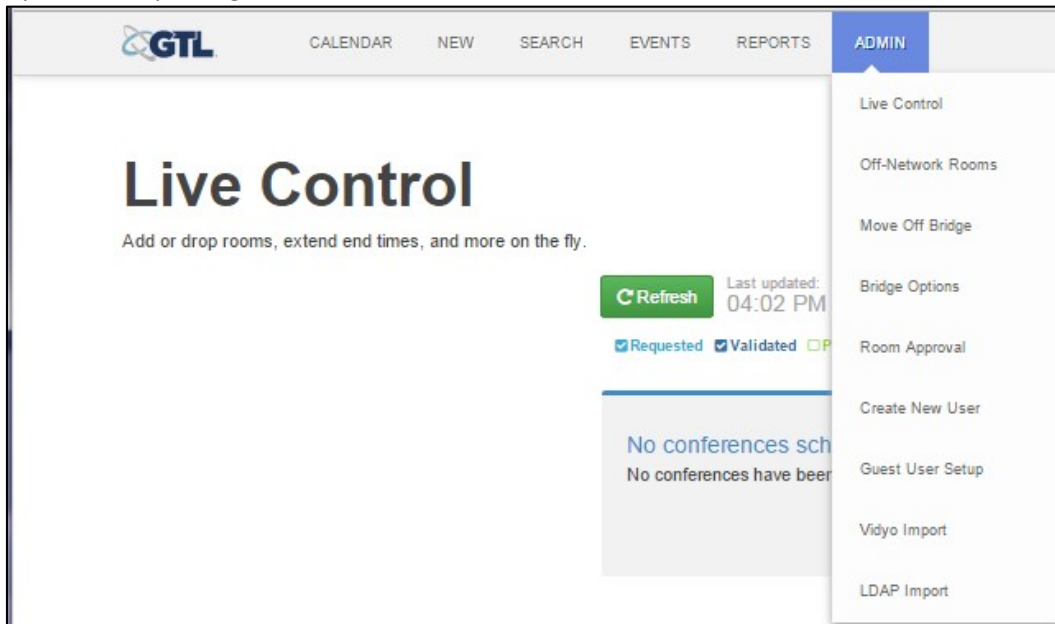


Figure 27 – ADMIN menu drop-down options

Admin menu changes:

1. **Live Control** replaces **Maintenance** from previous versions.
2. **Move Off Bridge** replaces **Move Off Of MCU** from previous versions.

### ADMIN menu -- Live Control

Live Control replaces Conference Maintenance from earlier versions of Video Scheduler. All previous functions are supported, but the presentation has been reformatted.

YOUR LOGO HERE

CALENDARNEWSEARCHEVENTSREPORTSADMIN

Renovo

Video Scheduler | V 7.0.1.41

# Live Control

Add or drop rooms, extend end times, and more on the fly.

Refresh

Last updated: 15:03

Filter

(2 of 2)

✕ ⚙

Requested

Validated

Prestart

Running

Complete

Cancelled

Assigned

Conflict

Suspended

Error

Missing

15-16	16-17	17-18	18-19
<div>Department Analysis - Southeast Region</div> <div>Planning FY 2016 - Operations</div> <div>95942</div>			

Edit

Stop

Suspend

Resume

Contact Info

Properties

Status

Bridge Status

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NEW: **Left-click** on the conference bar to view Conference Properties.

**Right-click** on the conference bar to access the Live Control drop-down options.

Time of the last screen refresh is shown next to **Refresh** button.


Content and status filtering work as described in **Figure 21**, above.

Bridge Status has replaced MCU Status

Figure 28 – Admin -- Live Control screen

## ADMIN menu -- Live Control – Edit

Edit functions on this page are the same as in previous versions, but the presentation has been reformatted.



CALENDARNEWSEARCHEVENTSREPORTSADMIN

# Live Control

Add or drop rooms, extend end times, and more on the fly.

Adjust End Time

Start Date06/03/2015

End Date06/03/2015

Start Time07:48 AM

End Time8:03 AM

Duration00:15

As in previous versions, you may change the conference **End Time** by editing either the **End Time** or **Duration** values, then use the **Apply** button to update the conference.

Add / Drop Rooms

Add to MCU:

RMX MCU - Renovo

Search Q

Available Rooms:

Codian - Ted's RoomdkroellsjolsonLifesize - RenovoRenovo - CodianRenovo Conf Rm 1Renovo Conf Room 2

Selected Rooms:

HDX8000-208HDX8000-215HDX8000-221

»

«

CONFERENCE NETWORK PARAMETERS

Move rooms between **Available Rooms** and **Selected Rooms** using the right arrow or left arrow buttons.

Apply

Cancel

As in previous versions, you may **Add/Drop Rooms** by moving them from **Available Rooms** to **Selected Rooms**, and vice versa. Move one room at a time – then use the **Apply** button to update the conference.

Figure 29 – Admin -- Live Control – Edit

24



## ADMIN menu -- Live Control – Bridge Status

Edit functions on this page are the same as in previous versions, but the presentation has been reformatted.

# Conference Status

Status of a running MCU conference

## For Conference #295966 - Test Conference Room 1

Jump directly to the conference's **Live Control – Edit** page to add or drop end points, extend or shorten conference time.

Refresh

Conference End Time and Remaining Time are dynamically displayed and updated. As conference end time nears, **Remaining:** changes colors green-red.

Edit Conference

Return

Last updated:  
14:30

Conference End Time:  
15:00

Remaining:  
27:57

Connection status of end points is updated with the Refresh button. Last update time is shown.

Vidyo Portal - Renovo

Detail

Group mute/unmute of audio or video are available, either from a single room or globally.

☐ Except Flagged Endpoints

Audio Unmute All

Video Unmute All

User may flag endpoint(s) as having bad audio. If a room(s) is flagged, then '**Except Flagged Endpoints**' will be checked. If the user Audio Unmute(s) All sites using **Audio Unmute All** or **Unblock All** when this is checked – the Flagged rooms will remain muted.

↔ jolson

Detail

Disconnect

Flag as Problem Endpoint

Audio Status

Video Status

Mute

Mute

Mute Others

Mute Others

When a room / endpoint is connected, video and audio control buttons are available (available options depend on the bridge or end point type).

✖ Renovo Conf Rm 1000

Detail

Connect

Flag as Problem Endpoint

Refresh

Return

A room in ERROR status is flagged in two ways:

1. Error indicator
2. Red border

Figure 30 – Admin -- Live Control – Bridge Status

## ADMIN menu -- Live Control – Bridge Status – Room Detail

The functions on this page are the same as in previous versions, but the presentation has been reformatted.

Renovo Conf Rm 1000

Note that audio/video control buttons change color. Red means mute or block, green means unmute or unblock.

Detail

Disconnect

Flag as Problem Endpoint

Audio Status

Unmute

Block

Mute Others

Block Others

Video Status

Mute

Set

Mute Others

Exclusive Speaker

Party ID	1126142579
Room ID	5523
Interface	h323
IP	216.66.77.186!9526007
Connection Type	dial_out
Status	connected
Video Connected	true
Audio Connected	true
Disconnection Cause	n/a
Jitter	n/a
Latency	n/a
Packet Loss	n/a

Use the **Detail** button in the connected **Room** window, to open or close the Room Detail information. Information displayed varies by bridge type.


Figure 30 – Admin -- Live Control – Bridge Status – Room Detail

## ADMIN menu -- Live Control – Contact Information


Contact Information available from the Live Control screen for running conferences has been reformatted. Contact information from Room contacts, and address and connection information from rooms, is displayed if the field is

updated in Renovo and contains a valid value. Empty fields (fields with no information entered) are not displayed to reduce clutter.


**Contact Information (#239977)**

 **Requestor**

**Name:** Support, Renovo  
**Occupation:** ddd  
**Organization:** Renovo  
**Phone:** +011-9522298465  
**Email:** test2@renwedevel02.renovosoftware.com

 **Submitter**

**Name:** Support, Renovo  
**Occupation:** ddd  
**Organization:** Renovo  
**Phone:** +011-9522298465  
**Email:** test2@renwedevel02.renovosoftware.com

 **Dan Desktop - Dan Desktop**

**Time Zone:** America/Chicago  
**Occupation:** ddd  
**Organization:** Renovo  
**Phone:** +011-9522298465  
**Address:** H323 Address: 216.66.77.186 Alias: 1314  
**Email:** test2@renwedevel02.renovosoftware.com  
**Contact:** Support, Renovo

Figure 30 – Admin -- Live Control – Conference Information

## ADMIN menu – Room Approval

All previous functions are supported, but the presentation has been reformatted.

# Room Approval

Approve or reject rooms in reservations.

GET ROOMS REQUIRING APPROVAL search

Set Search Criteria

Reservation ID:

-- OR --

Date Range from

2015/05/19

to

2015/06/19

Approval Type:

All

-- OPTIONAL -- LIMIT SEARCH BY ROOMS

Available Rooms

Select All Visible

Select None

Filter

Clear

Name

-

abambocool - abambocoolhttp://vidyo.renovosof

abarrett - abarretthttp://vidyo.renovosof

AddaRoom - AddaRoomhttp://renovo.sandbox.v

admin - adminhttp://vidyo.renovosoftwar

akeynan - akeynanhttp://renovo.sandbox.vi

anant1 - anant1http://renovo.sandbox.vld

asdf\_273988 - asdf\_273988http://renovo.sandbo

asdf\_273991 - asdf\_273991http://renovo.sandbo

asdf\_273993 - asdf\_273993http://renovo.sandbo

asdf\_274975 - asdf\_274975http://renovo.sandbo

asdf\_274988 - asdf\_274988http://renovo.sandbo

Autism\_Appt\_with\_Dr\_Know\_235872 - Autism\_Appt\_with\_Dr\_Kno...

Azprin\_Test\_292960 - Azprin\_Test\_292960http://renovo

Add Selected

Remove Selected

Selected Rooms

Select All Visible

Select None

Name

search

Figure 34 – Admin – Room Approvals

## ADMIN menu – Create New User

All previous functions are supported, but the presentation has been reformatted.

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# Create New User

Create a new user.

CREATE NEW USER

Please fill in the following fields

User Name

First Name

Last Name

Password

Confirm Password

User Group Access

Administrators

Advanced Users

create user

Figure 35 – Admin – Create New User

## ADMIN menu – Guest User Setup

All previous functions are supported, but the presentation has been reformatted.

# Guest User Setup

Change settings for guest users.

GUEST USER SETUP

☒ Allow Guest User Access

Guest User - Privileges

☒

Calendar View

☒

View Events and Event Reports

☒

Message Board Access

☒

View Reservations

☒

MCU Reports

☒

Reservation Reports

☒

Schedule Reports

☒

Statistics Reports

Guest User - Room Group Access

☒

All Rooms

☒

Off-Network Group

☐

add new offnetgroup

☐

Test Access

☐

TMS Rooms

Guest Message

Guest User Level, please register.

save

Figure 36 – Admin – Guest User Setup