

# Board Image Capturing / TCARIA

## Installation Instructions

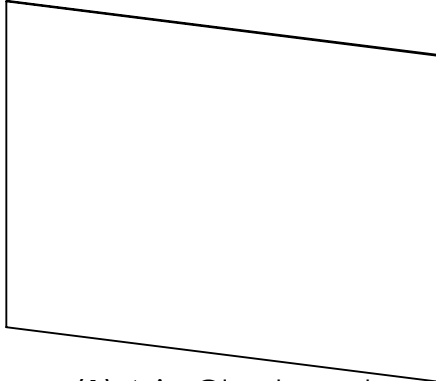
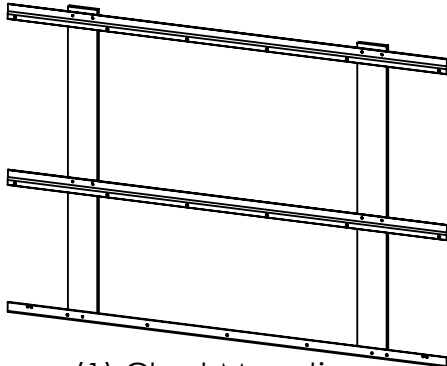

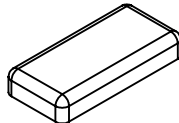
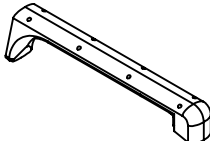
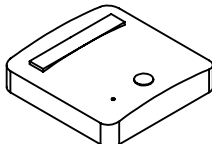
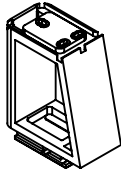
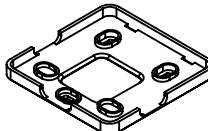

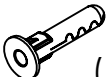


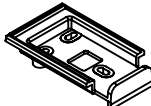



### Tools Needed:

- Permanent marker
- 7/64" drill bit
- Phillips head driver bit
- Level
- Pencil
- 3/16" drill bit
- Flat head screwdriver
- Suction Cups (Optional)
- Power drill
- 1/4" drill bit
- Tape measure
- Ladder

**NOTE: For the most secure mounting, use as many studs as possible. If studs cannot be found, use the provided wall anchors.**

**NOTE: Glass suction cups and a three (3) person install team are recommended.**

				
(1) Aria Glassboard	(1) Cleat Mounting System		(4) Dry Erase Markers	
				
			(1) Magnetic Eraser	
				
(1) Camera Capture Arm	(1) Control Unit	(1) Camera Extender*	(1) Control Mount	(4) Rare Earth Magnets**
				
(12) Wall Anchors	(12) #10 X 2" Pan Head Screws	(11) #6 X 1" Drywall Screws	(1) Camera Mounting Plate	(5) Wire Clips

\*Optional (Recommended for 4X8 Aria)

\*\*Magnetic Glassboard Only

**Prior to installation, ensure the wall is vertically and horizontally flat using a 6 ft. level. If the wall has any bow to it washers will need to be added in the valleys to allow the cleat to install flat. Note that the board needs to be placed within 8 ft. of wall outlet.**

**Step 1:** Mount the Aria style glassboard onto the wall, following the instructions on this page.

**Ensure you are mounting the glassboard within 6' of a wall outlet or powered ethernet port.**

Locate and mark studs on the wall.

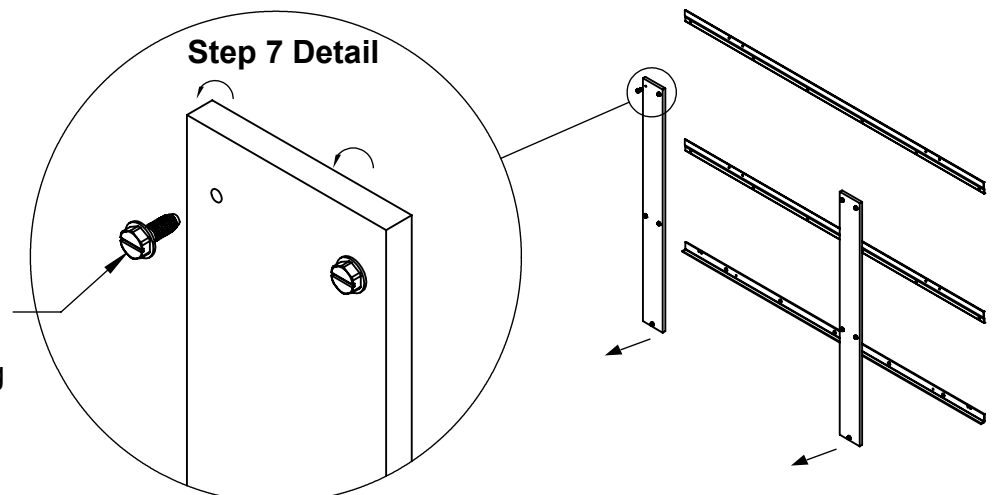
1. Determine desired height from the floor to the bottom of the glassboard on the wall. Use a pencil to scribe a level line at desired height.
2. Position the cleat mounting system on the wall aligning the lower support bar to the scribed line. Align the lower support holes with the marked studs if possible. Use a 7/64" drill bit to drill pilot holes into the wall if studs align with lower support bar.

**NOTE:** If the pre-drilled holes on the lower support bar do not align with the studs, use a permanent marker to mark the stud locations on the lower support bar. You will need to drill new 3/16" holes on the lower support bar at these locations.

3. Affix the lower support bar to the wall using two (2) #10 x 2" pan head screws, check that the lower support bar is **LEVEL** as the screws are tightened; at least four (4) screws are to be installed in step 6 into the lower support bar.
4. Locate the holes for the cleats by drilling pilot holes in the wall with a 7/64" drill bit, use the cleat holes as a guide. If you do not hit studs, remove the cleat mounting system (including the lower support bar) to install the provided wall anchors. Wall anchors require a 1/4" pilot hole for proper installation.
5. Using the #10 x 2" pan head screws, affix the cleats and lower support bar to the wall.
6. Once all cleats and the lower support bar have been secured to the wall, remove and recycle the wood spacer pieces.
7. Lift the glassboard to the wall above the cleats and slowly lower onto the cleats, using suction cups if available. Glassboard must rest on the lower support bar.

### Temporary Screws:

Remove and discard the screws affixing the wood spacer piece after cleat installation is complete using a flat head screw driver.



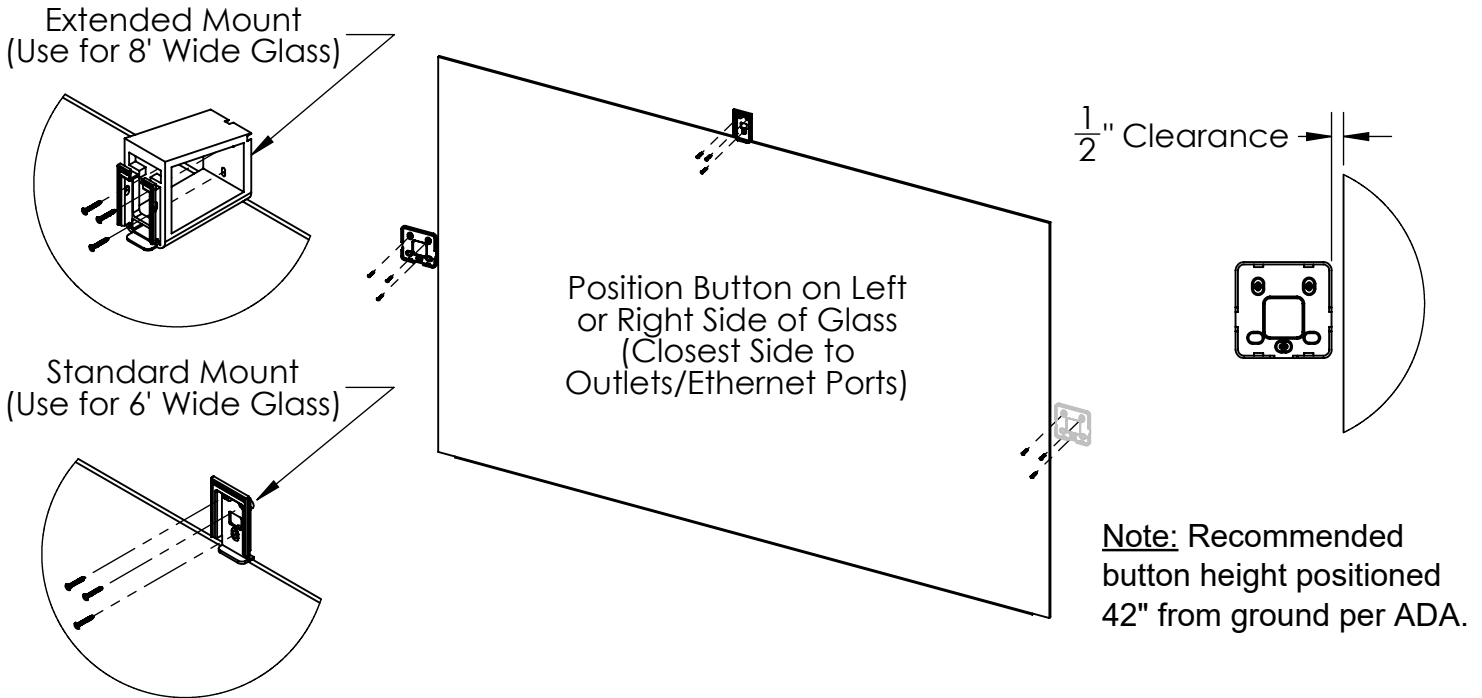
# Board Image Capturing / TCARIA

## Installation Instructions



The following Instructions are for installation of the Board Image Capturing Camera and Controller

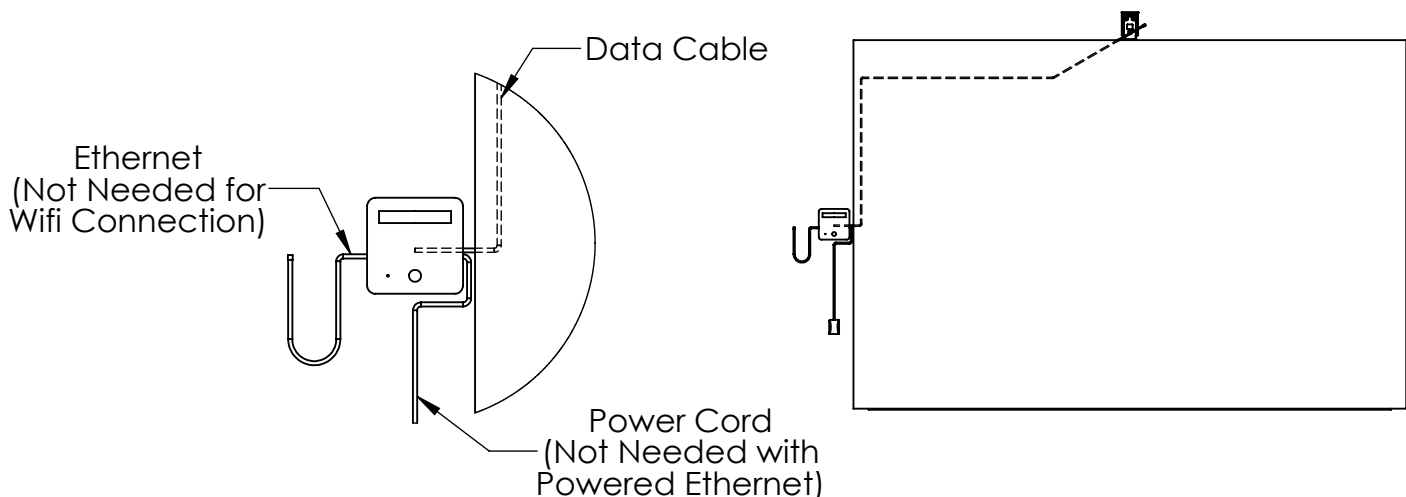
**Step 1:** Install the rectangular Camera Mounting Plate centered above the board. Then install the square control pad mounting plate on the side closest to the outlet. Verify that the power cord has enough distance to the nearest outlet before installing. Use the supplied screws.



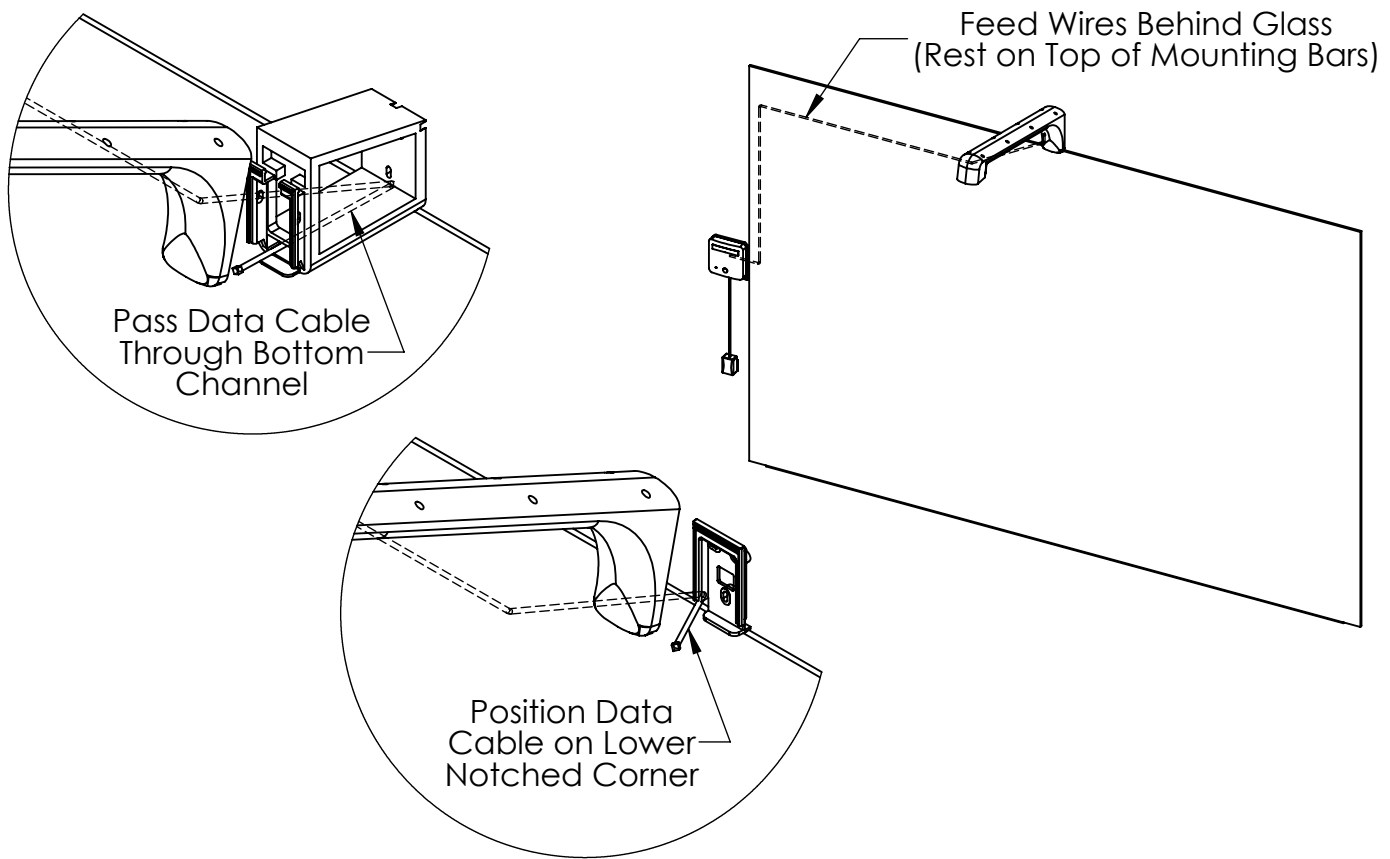
**Step 2:** Connect the Capturing Arm to the Control Pad based on how you wish to connect the Board Image Capture Unit.

**Wi-Fi Connection:** Connect Data Cable and USB Power Cable to their respective sockets inside the control pad.

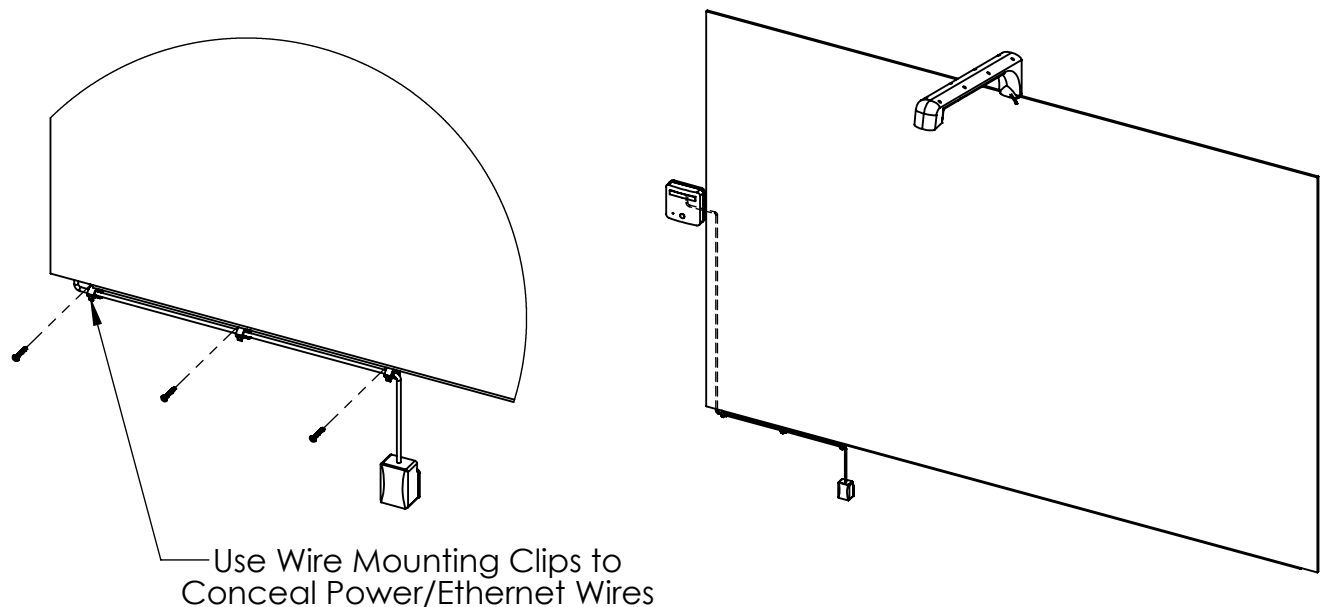
**Ethernet Connection:** Connect Data Cable, USB Power Cable, and Ethernet Cable to their respective sockets inside the control pad. If Ethernet includes power, the USB Power Cable is not needed.



**Step 3:** Connect the Data Cable into the Camera Arm. Then slide the Camera Arm into the mounting plate.



**Step 4:** Push the Control Pad onto the mounting plate. Plug in the Power Adapter to outlet if using Wi-Fi, or if power is not supplied by Ethernet connection. Hide wires behind Glassboard and use Wire Clips. Use provided screws to support clips.



The following Instructions are for the Board Image Capturing Software Setup

### **Register a new device**

- Through any web browser go to [<https://my.kaptivo.com/>](https://my.kaptivo.com/)
- Login to an existing account or activate a new account.
- Activate your camera following the prompts.
  - o Kaptivo Device ID Printed on base of camera (6-characters)
  - o Perpetual Activation Code Emailed at the time of order (also printed on document)
- For any future subscription questions return to this page with your login information.

### **Setup Device**

- Through any web browser go to [<https://kaptivo.com/setup/>](https://kaptivo.com/setup/)
- Ensure all components have been installed and are secured into the wall.
- Select the type of connection. (Wifi/Ethernet)

#### *For Wifi Setups*

- Firmly press and hold the Control Unit button for 15 seconds. Onboard LED will flash red/green.
  - o Gather all instructions prepared before proceeding, download a copy if needed.
- Connect to the device over Wifi, look for an SSID which begins with "KAPTIVO-..."
- Once connected open a new web page. It should automatically connect to the setup page.
  - o If this does not automatically connect, enter [<setup.kaptivo.live/>](https://setup.kaptivo.live/) in the web address.
  - o If the page does not connect, enter "192.168.101.1" in the web address.
- Login using "admin" as the ID and password.
- Complete the following configuration pages, shown in red. After each step select "save" if prompted.
  - o Creating a new password
  - o Camera setup
  - o Network setup
- After fully configuring your device, select "Leave Setup" on the upper right hand of the page.

#### *For Ethernet Setups*

- Select cloud sharing setup.
- Enter the Kaptivo device ID, then select "Configure".
  - o If the device does not appear, confirm you are on the same network as the ethernet.
- Login using "admin" as the ID and password.
- Complete the following configuration pages, shown in red. After each step select "save" if prompted.
  - o Creating a new password
  - o Camera setup
- After fully configuring your device, select "Leave Setup" on the upper right hand of the page.

### **Test your setup**

- Through any web browser go to <https://kaptivo.live/>
- Enter a device name (example: Conference Room #1)
- Enter the Kaptivo Device ID
- Select "View Board"
- On the Control Unit, press the flashing blue button firmly.
- Test the glassboard with multiple markers to ensure full functionality.