Orbit Spaces

Documentation File

Video Conferencing with
ClickShare Button

Documentation Details

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Requirements:	• Your device must have a USB-C port to connect the ClickShare Button • Your device should be fully up to date with firmware's

If you are experiencing any issues after following this help guide, please contact 01625 588200.

Documentation Steps

1. Once inside an Orbit Spaces meeting room, locate one of the ClickShare buttons. (*If a button cannot be located, please contact a member of staff.*)

ClickShare Button

2. Connect the ClickShare button to your device via one of the USB-C ports and wait for the ring to light up and enter a ready state. (*Please see below for a colour code meaning.*)

Colour	Status
None	Device is unplugged or has not detect a connection
White Ring Filling Up	Button is plugged in the laptop and initializing or waiting for the user to start the ClickShare application. Pairing/software update of the Button in the Base Unit is in progress.

Green Ring	Pairing and software update is done. You can now unplug the Button from the Base Unit.
Blinking White	Buttons is waiting for the Client(=App) to start and connect on the PC
Spinning White Circle	Button is busy (no end time known). Button is trying to establish connection with the Base Unit. ClickShare App is setting up the connection with the Base Unit. Button is waiting for the user to start the ClickShare application.
Static White	ClickShare is ready to start sharing your screen.
Static Red	ClickShare is sharing your screen with the display.
Static Purple	ClickShare is sharing remote participants with the display.
Static Purple-Red	ClickShare is sharing remote participants and content with the display.
Red Blinking	An error occurred.

For further information Click Here

3. Once the ClickShare button LED ring has gone from 'White Ring Filling Up' status to a 'Static white' Status, click the button located in the middle of the LED ring.

4. The ClickShare desktop application should open on your device.(*If this doesn't open, please see 'troubleshooting' -> Step 1.*)

5. Your device should now be connected to the screen and access to the camera and microphone should now be available.
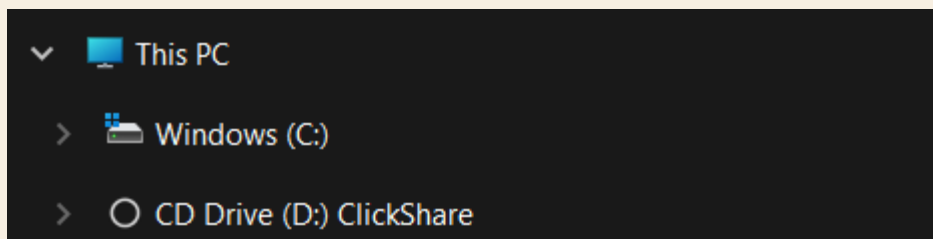
Troubleshooting

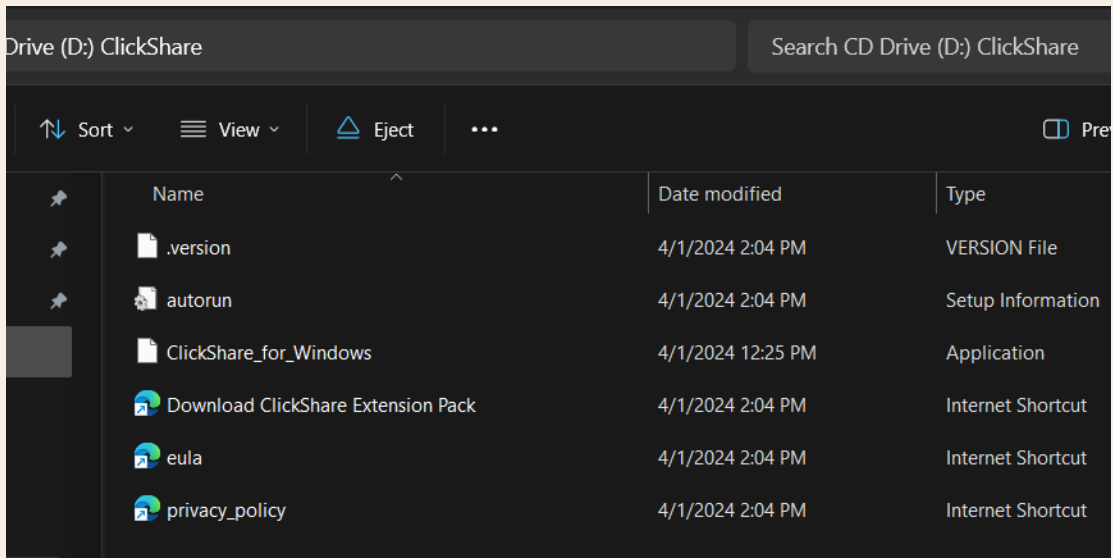## 1. If the ClickShare application does not open automatically on button click.

If the following steps do not work, you will need to contact your I.T department, as permissions may need to be granted on your device.

Windows:

Look for a new drive to appear in your File Explorer, called 'ClickShare'.
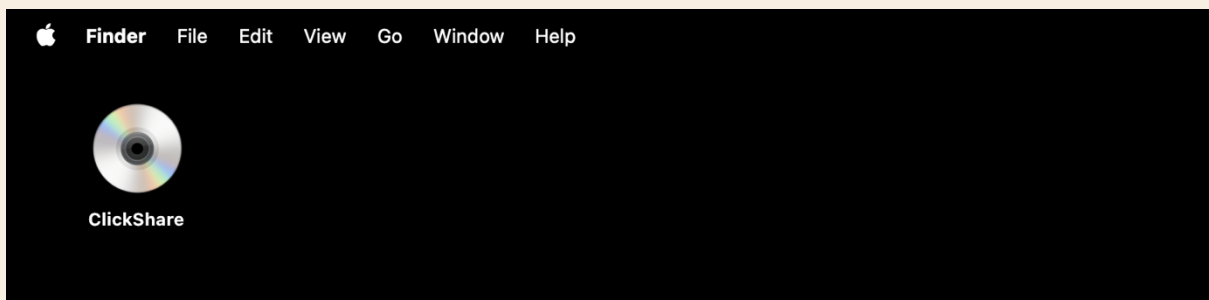

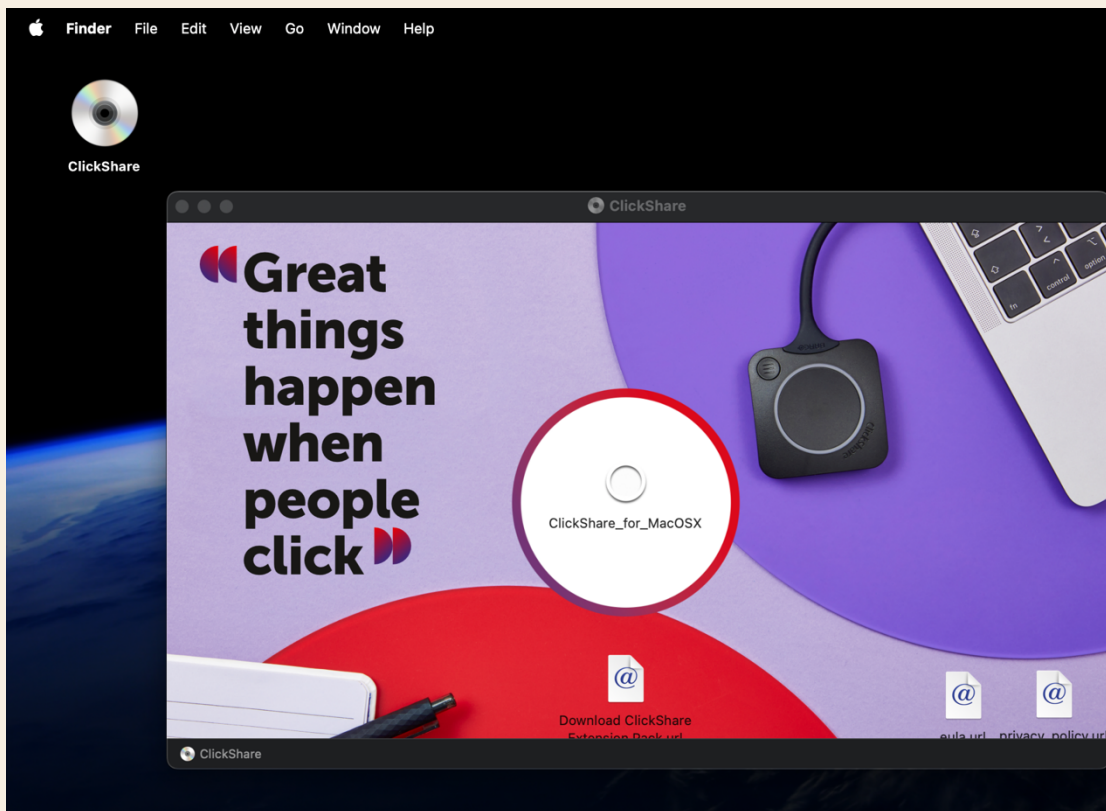Click into the new drive and open the application 'ClickShare_for_Windows'.

The application will now open. Please click the ClickShare button again.

Mac OS:

Look for a new application icon on your desktop called 'ClickShare' and open it.

Double click on the application 'ClickShare_for_MacOSX' to launch the application. Please click the ClickShare button again.

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