

Conference Control

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# Important safety instructions

#### Intended use of the software

The "Conference Control" software is part of the TourGuide 2020 overall system. The software allows you to conveniently monitor and operate several L 2021-40 chargers from a single PC. In order for the software to be able to communicate with the chargers, a network connection is required.

The software requires an IBM compatible PC running Windows 2000, Windows XP or Windows Vista.

Intended use of the software includes:

- · using the software for professional purposes,
- having read this instruction manual especially the chapter "Important safety instructions" on page 2,
- using the software within the operating conditions and limitations described in this instruction manual.

"Improper use" means using the software other than as described in this instruction manual.

#### Warning on the danger of data loss

Computer files can be destroyed by defective hardware (for example hard disk error, defective boot sectors), by software (e.g. computer viruses, hard disk partitioning programs etc.) or by magnetic fields (e.g. from unscreened loudspeakers)! Persons not trained in handling computers can change, make unusable or delete computer files by mistake!

- Restrict access to this PC to absolutely trustworthy persons!
- Install trustworthy software only or check software with an up-to-date virus scan program before installing it!

If PCs on which the "Conference Control" software is installed are equipped with Internet access

- Protect these PCs via a firewall and a virus scan program!
- Have an expert set the parameters of the firewall to the highest security level!
- Have the firewall and its settings checked from time to time and have it adapted to new situations!
- Update your virus scan program as often as possible!

## Warning on the danger of eavesdropping

The TourGuide conference system is not protected against eavesdropping.

# **Delivery includes**

The following items are included:

1 CD with

- the "Conference Control" software
- the instruction manuals as PDF files

## The "Conference Control" software

The "Conference Control" software is part of the TourGuide 2020 overall system. The software allows you to configure guided tours e.g. in museums or factories as well as conferences. You can plan projects in advance, save them and use them at any time. Depending on the operating mode, 6 or 8 transmission channels are available, making the system very flexible.

The "Conference Control" software allows you to:

- · configure receivers for:
  - factory tours
  - sightseeings
  - exhibition tours, etc.
- configure groups of receivers for:
  - conferences

## The access levels

The "Conference Control" software has three access levels with different rights and different configurations possibilities for chargers and receivers.

- Operator
- Technical administration
- System service

Higher access levels are password protected. The passwords prevent unauthorized users from changing the settings of the chargers and receivers.

**Operator** 

When the software is started, it always runs at Operator access level. With this access level, you:



- do not require a password,
- · have restricted rights only,
- can load saved projects (see "Loading a project" on page 20),
- can display the settings of the L 2021-40 charger,
- · can display the settings of the receivers.

#### **Technical administration**

ADMINISTRATOR

With the Technical administration access level, you:

- require a password
   (You can change the password for the current or lower access level.)
- have extended rights (including those of the Operator access level),
- can manage projects,
- can configure the system settings such as the system folder and the language of the "Conference Control" screen,
- can display the settings of the connected chargers and the inserted receivers,
- can preset the reception channels of the receivers.

#### System service

The System service access level is for servicing purposes only (firmware update of chargers and receivers).

## The projects

You can create different projects for different charger configurations. You can save the projects and load them again. It is vital that at least one project is available. The software always starts with the last opened project.

#### The log

The software can log the following events:

- Software startup
- Status
- IP addresses of the connected chargers
- Operating time

## The two operating modes

The software has two different operating modes. The current operating mode is displayed in the status bar.

- The Control operating mode is available for all access levels. In this operating mode, you cannot edit projects.
- The Edit operating mode is only available for the Technical administration access level. You can edit projects by adding or removing chargers, by assigning device names and by arranging the charger displays in the workspace.

# System requirements

## **Network**

The TourGuide system is based on an Ethernet network architecture.

- The network has to be compatible with the 100Base-T Ethernet standard
- If there are several chargers in the system and the "Conference Control" software is installed on several PCs, you have to make sure that one charger is only accessed from one PC at the time (see "Adding chargers to a project" on page 15).

## Required hardware

In order to run the "Conference Control" software, you will require an IBM-compatible PC with the following features:

Hardware	Requirements
Processor	Intel Pentium 4 or AMD Athlon XP, 1 GHz or higher
RAM	512 MB or more
Free hard disk memory	30 MB or more
Drives	CD ROM or DVD ROM
Interfaces	Network interface
Screen resolution	1024 x 768 pixels or more

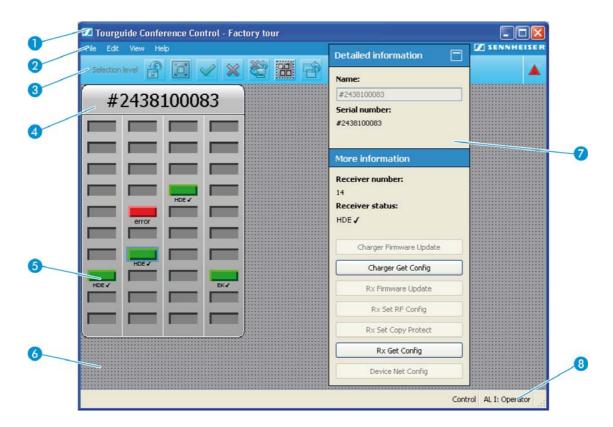
#### Note on the screen resolution:

The software is designed for a screen resolution of at least  $1024 \times 768$  pixels.

## Required operating system

The software requires an IBM compatible PC running Windows 2000, Windows XP or Windows Vista.

# The "Conference Control" screen



- 1 Title bar
- 2 Menu bar
- 3 Toolbar
- 4 Charger display
- 6 Receiver status display
- 6 Workspace
- Palette
- 8 Status bar

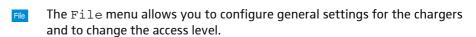
#### The title bar



The titel bar displays the name of the "Conference Control" software as well as the name of the current project.

Z SENNHEISER

## The menu bar



- The Edit menu allows you to select and edit chargers and/or receivers.
- The View menu allows you to modify the charger display.
- The Help menu allows you to open the online help and to display the version number of the software.

#### The toolbar





If the text Selection Level appears on the toolbar, then all charger displays of the current project are displayed in the workspace.



If, in addition, the text Detail Level appears on the toolbar, then only the previously selected charger displays are displayed in the workspace. Clicking the Select all button returns you to the Selection Level.



The Reset button is only active in Edit mode.

If chargers are excluded from a project, they are no longer displayed in the workspace even though they are still available on the network. Clicking the Reset button displays all chargers detectable in the network – even those that were excluded from the current project. All device names assigned to the charger displays are reset. The charger displays are arranged in the workspace according to ascending serial numbers.



Clicking the Fit to grid button automatically aligns the charger displays to the grid of the workspace.



The Done button is only active in Edit mode. Clicking the Done button terminates the editing of the current project. The Edit mode is terminated and all changes to the project are saved.



Clicking the Cancel button allows you to exit the Edit mode without saving the changes made to the project.



The Abort communication sequence button is only active during lengthy data transfer. Clicking the Abort communication sequence button allows you to abort lengthy data transfers such as a firmware update.



Clicking the Select all button selects all chargers with all receivers.



Clicking the Back button returns you to the Selection Level. All temporarily hidden charger displays (Detail Level) are displayed again.

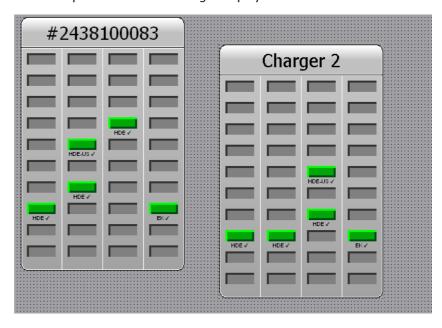


Central monitoring of all chargers:

Color of the icon	Meaning
yellow	Charger and PC communicate with each other
red	An error has occured, e.g. deep discharged receiver rechargeable battery or too high temperature in the charger
grayed out	The software and the chargers work properly

## The workspace

The workspace contains the charger displays.



## The status bar

The status bar displays the current access level (Operator, Technical administration or System service) and the current operating mode (Edit or Control).

Control AL II: Technical administration

## The charger display

The header of the charger display shows the name of the charger. If you have not yet entered a name, the serial number of the charger is shown instead.

#2438100083

In  ${\tt Edit}$  operating mode, the header of the charger display flashes yellow if the charger has not yet been added to a project.

#2438100083

The header of the charger display lights up yellow while the "Conference Control" software communicates with a charger or a receiver.

#2438100083

The header of the charger display lights up red if an error has occured, e.g. if the temperature in the charger is too high.

#2438100083

The header of the charger display flashes red if the charger has been detected but a wrong IP address has been entered. To remedy this mistake:

- In the Detailed information palette, click Device Net Config.
- ➤ Correct the network setup. Enter the correct IP address or select the AutoConfig mode.

Charger 2

The header of the charger display appears grayed out if the charger has been added to a project.

## The receiver status display

Status display	Meaning
gray	The charging compartment is empty.
green	An operable receiver is inserted into the charging compartment.
error	An inoperable receiver is inserted into the charging compartment. The error is displayed under Receiver Status in the Detailed information palette.
yellow	A receiver is inserted into the charging compartment, receiver and charger are exchanging data.

## The "Detailed information" palette



You can minimize or enlarge the Detailed information palette by clicking the button in the upper right-hand corner of the palette header.

Depending on the selected access level, some of the buttons can be inactive. Inactive buttons are grayed out. The Detailed information palette provides the following information:



The Name field displays the name of the charger. As long as you have not entered a name for the charger into the Name field of the Detailed information palette, the charger's serial number will be displayed instead.

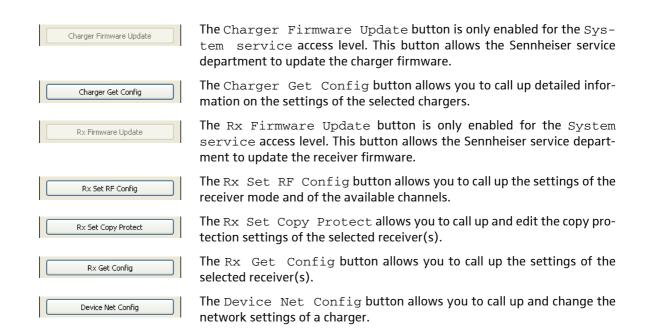


The Serial Number field displays the serial number of the selected charger.

The Receiver Number field displays the number of the selected charging compartment.

The Receiver Status field displays the status of the selected receiver (see "The receiver status display" on page 10).

Receiver status	Meaning		
Receiver status: HDE ✓	The receiver is operable.		
Receiver status: ERROR: communication	The receiver is inoperable.		



# Folders and file types

## The "ISC" installation folder

You specified the name and the path of the installation folder upon installation of the software. If you followed the instructions of the setup program, the installation folder was created under "C:\Programs\Sennheiser\ISC".

The installation folder contains the installation files as well as the subfolders "Plugins" and "Uninstall". After installation, you must not move, delete, rename or otherwise change the installation folder, its subfolders and their contents!

## The system folder

You specified the name and the path of the system folder upon installation of the software. For how to change the name and the path of the system folder, see "Changing the system folder" on page 23.

The software saves the project files in the system folder. Project files have the extension "\*.isc".

## The log folder

You specified the name and the path of the log folder upon installation of the software. For how to change the name and the path of the log folder, see "Changing the log folder" on page 24.

The software saves the log files in the log folder. Log files have the extension "\*.log". Log files are only created when you have selected at least one event to be logged (see "Selecting and changing the logging level" on page 25).

# Putting the "Conference Control" software into operation

## Preparing initial operation

Make sure that all chargers are set up, connected and switched on.

# CAUTION! Blocked network communication due to wrong firewall settings!

The "Conference Control" software requires certain ports and addresses for communication with the chargers. If these ports and addresses are not enabled or if they are blocked by other network devices or software, the "Conference Control" software will not function properly.

- Adjust the firewall settings of the PC as follows:
  - The "Conference Control" software must be enabled for network communication.
  - Port 53248 must not be blocked.
  - UDP multicast on address 224.0.0.223:53249 must not be blocked.
  - Other network devices and softwares should not transmit larger amounts of data over UDP multicast 224.0.0.223 while the chargers are connected and switched on.
  - If you install a Bonjour service (see below), the UDP port 5353 must not be blocked.

## Installing the "Conference Control" software

Insert the CD with the "Conference Control" software in the CD-ROM drive of your PC.

The setup window opens.

If the setup does not start automatically after about 10 seconds:

- Double-click the "My Computer" icon on your desktop.
- There you will find the drive "Sennheiser Conference Control (X:)" ("X" corresponds to the letter of your CD ROM drive).
- Double-click the drive "Sennheiser Conference Control (X:)". The contents of the CD are displayed.
- Double-click the icon "CC2021Setup.exe". The setup window opens.
- ► Follow the instructions of the setup wizard.

  The setup wizard offers to install a Bonjour service. We recommend the installation of the Bonjour service. The Bonjour service starts when the computer is started and ensures a connection to the Zeroconf subnet. The software is now installed. On the desktop appears an icon that provides a link to the installed software.

The system is now configured so that the network configuration of the chargers is automatic. The chargers obtain an address in the Zeroconf subnet 169.254.\*. The computer on which the "Conference Control" software is installed must have access to this subnet.

If you have not installed the Bonjour service, you must manually enter the route into the Zeroconf subnet at each system startup. To do this, you need administrator rights.

- Click "Start", "Programs", "Accessories" and "Command Prompt" one after the other.
  - The "Command Prompt" window opens.
- In the "Command Prompt" window, enter "route print". The routing information is displayed.
- Set the route by entering the IP address of the computer: e.g. route add 169.254.0.0 mask 255.255.0.0 <ip\_address\_of\_the\_computer>.

## Installing the Bonjour service at a later time

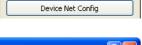
- ▶ Install a suitable Bonjour plugin such as, for example, Zeroconf Neighborhood Explorer (available for download free of charge from http://www.stg.com/zeroconf\_explorer.html). This plugin shows all the chargers in the network.
  - The Zeroconf Neighborhood Explorer displays the charger as ZeroConf device "ISC 0000000000".

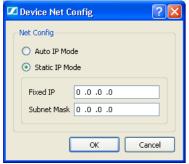
#### Setting the IP mode of the charger

If the charger was previously used in another network and thereby assigned a static IP address, you have to assign a new IP address to the charger as follows:

- ▶ If necessary, change to the Technical administration access level as described under "Changing the access level" on page 17.
- In the Detailed information palette, click Device Net Config.
  The Device Net Config dialog box opens.
- Select
  - the  ${\tt Auto}\,\,{\tt IP}\,\,{\tt Mode}$  option button to automatically assign the charger an IP address or
  - the Static IP Mode option button to assign the charger a static IP address. This static IP address is provided by your system administrator. Enter the static IP address into the Fixed IP field.
- Click OK.

You have specified the IP mode of the charger and, if necessary, entered a static IP address.





## Adding chargers to a project

After having connected the PC to the chargers via Ethernet, you have to add chargers to a project in order for the software to be able to recognize and address the chargers.

Start the software.

The software automatically recognizes all chargers that are connected and switched on but does not yet add them to the current project. All recognized chargers are displayed in the workspace and are arranged according to ascending serial numbers. The headers of the charger displays flash yellow.

If the headers of the charger displays do not flash yellow, the software is not in Edit operating mode. Therefore, you first have to change to the Edit operating mode either by creating a new project (see page 18) or by editing the existing project (see page 19).



If you excluded certain chargers from the project, these are no longer displayed in the workspace. You can display excluded chargers again by clicking the Reset button.

- Right-click all charger displays one after the other.
  The shortcut menu of the corresponding charger display appears.
- From the shortcut menu, select the desired configuration:
  - include into project adds the charger to the project.
     The flashing stops. You must NOT add this charger to any other project, not even if the project is installed on a different PC.
  - exclude from project excludes the charger from the current project.
    - The charger display disappears. You can add this charger to another project (that can even be installed on a different PC).
- In the toolbar, click Done.

All chargers that are not excluded from the project are automatically added to the project. This includes chargers that you have not yet added to the project and whose charger displays are still flashing. The software is now ready for operation.

include into project

# Using the "Conference Control" software

One project is always active. When the last available project is deleted, the Create New Project dialog box automatically appears. The software always starts in the context of the last opened project.

In order for you to be able to use the "Conference Control" software, at least one project has to be available. The software always starts with the last opened project. When you have deleted the last available project, the software immediately prompts you to create a new project.

## Starting or exiting the software



#### To start the software:

- Click Start, Programs, Sennheiser, ISC and Conference Control 2120 one after the other.
  - The software starts.
  - If you have already created a project, the last project opened is loaded automatically. The chargers belonging to this project are displayed in the workspace.
  - If you have not yet created a project, the software automatically searches for chargers (see page 18). Add chargers to the project as described on page 15.

#### To exit the software:



In the File menu, click Exit or click the Close button on the title bar. The software is exited. The current project is saved automatically.

## Monitoring the receivers



When you insert a receiver into a charging compartment of a charger, the receiver status display appears in the charger display.

Status display	Meaning
gray	The charging compartment is empty.
green	An operable receiver is inserted into the charging compartment.
error	An inoperable receiver is inserted into the charging compartment. The error is displayed under Receiver Status in the Detailed information palette.
yellow	A receiver is inserted into the charging compartment, receiver and charger are exchanging data.

## Selecting receivers or chargers



Before you can change the settings of the receivers, you have to select the receivers in the workspace. You can select individual receivers, groups of receivers or complete chargers. Selected receivers or chargers are highlighted in blue.

#### To select receivers:

▶ Keep the Ctrl key pressed and click the desired receivers one after the other.

#### Or:

In the charger display, click next to a receiver and – with the left mouse button pressed – draw a rectangle around the desired receivers. You can draw the rectangle over several charger displays. The selected receivers are highlighted in blue.

## To select all receivers:

In the Edit menu, click Select All or press the key combination Ctrl + A. All receivers are highlighted in blue.

## To select chargers:

Double-click the charger display.

#### Or:

With the left mouse button pressed, draw a rectangle around the desired charger displays.

The selected charger displays are highlighted in blue.

## Changing the access level



When the software is started, it always runs at Operator access level.

To change the access level:



Reset

Fit To Grid

- In the File menu, click Access Level. The Access level dialog box appears.
- ▶ In the Access level group, click the option button of the desired access level.
- ▶ Enter the password into the Password field. The factory-preset password for the Technical administration access level is "ISCadmin". The password is case sensitive.
- Click OK. The buttons and menu items enabled for this access level become active. Disabled buttons and menu items appear grayed out.



## Changing the password



If you are a user with the Technical administration access level, you can change the password for this access level.



- In the File menu, click Access Level.
  The Access level dialog box appears.
- Click Change Password.
  The Change Password dialog box opens.



- ► In the Old Password field, type the old password. The factory-preset password for the Technical administration access level is "ISCadmin". The password is case sensitive.
- In the New Password field, type the new password.
- In the Confirm Password field, re-type the new password.
- Click OK.
  The new password is activated.

## Managing projects



Projects allow you to manage your system settings and chargers. You can add chargers to projects or remove chargers from projects.

Normally, you have only one project that includes all chargers. If, however, you offer for example conferences and guided tours in parallel, you can create different projects. It is vital that at least one project is available.

When installing the software on several PCs, make sure that the same charger is never accessed from different PCs at the same time.

## Creating a new project



► In the File menu, click Project New.
The Create New Project dialog box opens.



► Enter the desired project name into the Name field and then click OK.

The project file is saved in the "ISC" system folder. The file extension is isc.

## Opening a project



Project Edit

The "Conference Control" software remembers the last project used ("memory function"). If you want to open another project:

- In the File menu, click Project Load. The Open Project file selection box opens.
- Select the desired project file and confirm by clicking Open. The selected project is opened.

#### **Editing a project**

#### To

- rename a project,
- add additional charger to a project or
- remove chargers from a project:
- In the File menu, click Project Edit. The Project settings dialog box opens.



To create a new project from the current one:

Enter the new project name into the Name field. The new project file is automatically saved, the old file remains unchanged.

To edit the current project:

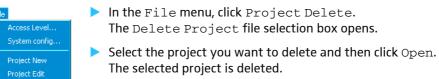
- ► Click OK.
  - All chargers are displayed in the workspace even those that do not belong to the project.
- Click Reset. All chargers detectable in the network are displayed and reset – even those that were excluded from the current project.

You can add or remove chargers as described under "Adding chargers to a project" on page 15. In the Detailed information palette, you can assign each charger a name. If you do not assign a name to a charger, The

charger's serial number is displayed in the header of the charger display.

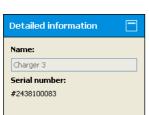


#### Deleting a project



When you have deleted the last available project, the software immediately prompts you to create a new project:

Create a new project as described under "Creating a new project" on page 18.



# Loading a project



- In the File menu, click Project Load.
  The Open Project file selection box opens.
- ➤ Select a project and click OK.

  The selected project is loaded. The chargers assigned to this project appear in the workspace.

## Changing and arranging the charger displays

## Increasing and reducing the size of the charger displays



The charger displays can be displayed in four different sizes.



In the View menu, click the desired size.
All charger displays are displayed in the desired size.

## Hiding the charger displays

Select the charger displays to remain shown (see "Selecting receivers or chargers" on page 17).

If there are more charger displays than fit in the workspace, then one or several scroll bars appear.

► In the Edit menu, click Open Selection.
The selected charger displays are displayed in the largest possible size.
Charger displays that were not selected are hidden.

To show all hidden charger displays:

Click Select All.
 All charger displays are shown again.

## Arranging the charger displays in the workspace



When the software is started, the charger displays are automatically arranged in the workspace, from the top left to the bottom right, sorted by their ascending serial numbers. Depending on the number of recognized chargers, the software adapts the size of the charger displays so that they fit in the workspace without you having to scroll.

When the charger displays are already displayed as small as possible and they still do not fit in the workspace, a scroll bar is activated.

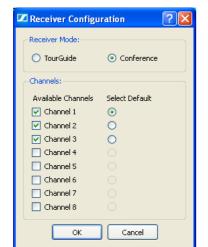
With the mouse button, you can arrange the charger displays in the workspace according to the actual arrangement of the chargers.

## Configuring the receivers

## Setting the receiver mode and channel(s)



Select one or several receivers as described under "Selecting receivers or chargers" on page 17.



- ► In the Detailed information palette, click Rx Set RF Config. The Receiver Configuration dialog box appears.
- ▶ In the Receiver Mode group, click the option button for the desired receiver mode.

TourGuide: 6 channels are availableConference: 8 channels are available

- ▶ In the Available Channels group, click the check boxes of the channels that are to be available to the users.
  - If you click the check box of only one channel, the users will not be able to change the channel.
  - If you click the check boxes of several channels, the users will be able to change between the selected channels. You can set one of these channels as the default channel by clicking its Select Default option button.

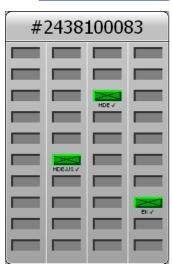
## Setting the copy protection for selected receivers



Select one or several receivers as described under "Selecting receivers or chargers" on page 17.



- ► In the Detailed information palette, click Copy Protection. The Copy Protection dialog box appears.
- Click the ON option button to activate the copy protection. The copy protection is activated for the selected receivers.



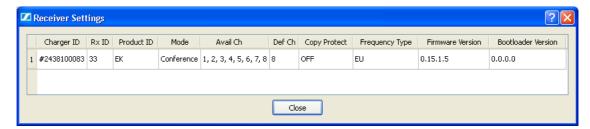
# Displaying the configuration of the receivers



Select the receivers whose configuration you want to display (see "Selecting receivers or chargers" on page 17).

## Or:

► In the Detailed information palette, click RX Get Config. The Receiver Settings dialog box appears.



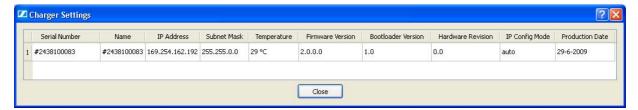
Column	Meaning
Charger ID	Serial number of the charger
Rx ID	Number of the charging compartment
Product ID	Receiver type
Mode	Mode
Avail Ch	Channels available on the receiver
Def Ch	Default channel
Copy Protect	Copy protection on/off
Frequency Type	Frequency range of the receiver
Firmware Version	Version number of the firmware
Bootloader Version	Version number of the bootloader software

## Displaying the configuration of the chargers



- Select the chargers whose configuration you want to display.
- ▶ In the Detailed information palette, click Charger Get Config.

The Charger Settings dialog box appears.



Column	Meaning
Serial Number	Serial number of the charger
Name	Name of the charger; as long as no name is assigned, the serial number is displayed
IP Address	IP address
Subnet Mask	Subnet mask
Temperature	Temperature in the charger
Firmware Version	Version number of the firmware
Bootloader Version	Version number of the bootloader software
Hardware Revision	Version number of the hardware
IP Config Mode	auto or static
Production Date	Production date of the firmware

## Changing the system settings

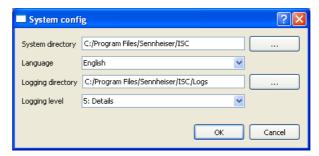
You can edit the system settings via the System Config dialog box.

## Changing the system folder



The software automatically saves project files in the folder that you specified during installation. To change the folder, proceed as follows:

In the File menu, click System config.
The System Config dialog box appears and the current paths are displayed.



- In the System directory field, specify the desired system folder
- or create a new folder.

The system folder is changed. All files will automatically be saved in this folder from now on.

## Changing the language of the "Conference Control" screen



To change the language of the "Conference Control" screen:

► In the File menu, click System config. The System Config dialog box appears.



- From the Language drop down list, select the desired language.
- ► Click OK.
- Restart the software.
  The "Conference Control" screen is displayed in the selected language.

## Changing the log folder



The software can automatically save log files in the log folder. The log files are named as follows:

ISC-year-month-day-hour-minute.log
The time designation refers to the start of the software.

Example: ISC-2008-09-06-08-07-38.log

To change the log folder:

► In the File menu, click System config. The System Config dialog box appears.



- In the Logging directory field, specify the desired log folder
- or create a new log folder.
- ➤ Click OK.

  All log files will automatically be saved in this folder from now on.

## Selecting and changing the logging level



The software can log system events in a log file. You can specify the logging level. In general, it is recommended not to log any system events.

The following system events can be logged for servicing purposes:

• Errors:

Logs exceptional situations

Warnings:

Additionally logs connection abortions and other fault-tolerant exceptional situations

• Connections:

Additionally logs recognized chargers and their setup and teardown of network connections

• Messages:

Additionally logs a list of all transmitted telegrams

• Details:

Additionally logs complete telegram structures

Each logging level includes the logging information from the lower logging levels.

To select the logging level:

► In the File menu, click System config.
The System Config dialog box appears.



- ► From the Logging level drop down list, select the desired logging level.
- ► Click OK.
  - The selected system events are logged. The log file is automatically saved in the log folder.
  - If you do not select any system events to be logged, no log file will be created.

# Opening the online help



In the Help menu, click Show Help or press the F1 key. The online help opens.

## Displaying the software version



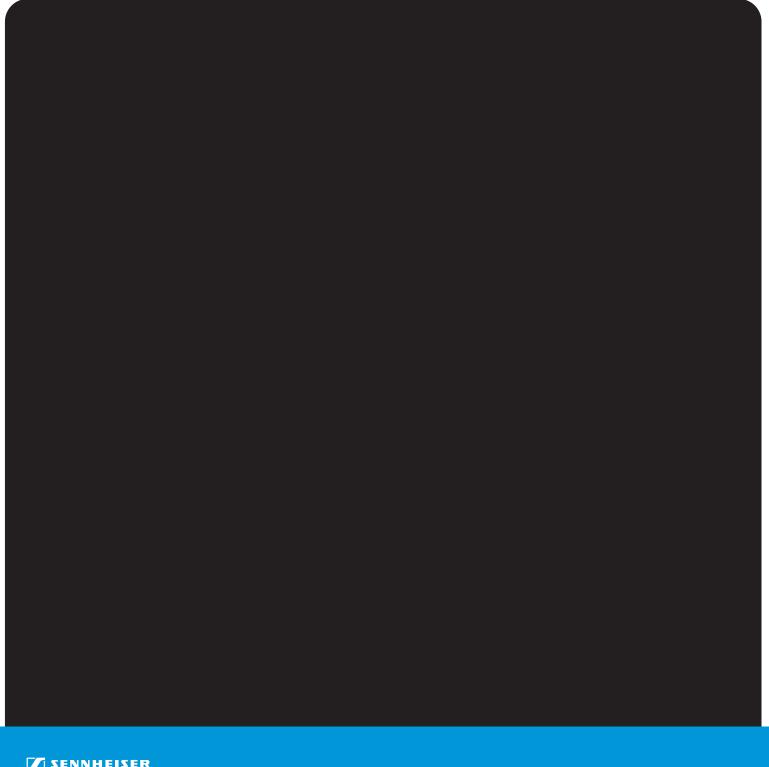
▶ In the Help menu, click Info. The Information window opens and the software version is displayed.



# Settings to be made at the System service access level

For the following settings for the "Conference Control" software, please contact your Sennheiser partner:

- Update of the charger firmware
- Update of the receiver firmware
- Readout of the MAC address of the Ethernet interface



## **SENNHEISER**

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Publ. 11/09