



Intel® Unite™ Solution

User Guide



Legal Disclaimers & Copyrights

All information provided here is subject to change without notice. Contact your Intel representative to obtain the latest Intel product specifications and roadmaps.

Intel technologies' features and benefits depend on system configuration and may require enabled hardware, software or service activation. Performance varies depending on system configuration. No computer system can be absolutely secure. Check with your system manufacturer or retailer or learn more at intel.com.

You may not use or facilitate the use of this document in connection with any infringement or other legal analysis concerning Intel products described herein. You agree to grant Intel a non-exclusive, royalty-free license to any patent claim thereafter drafted which includes subject matter disclosed herein.

No license (express or implied, by estoppel or otherwise) to any intellectual property rights is granted by this document.

The products described may contain design defects or errors known as errata which may cause the product to deviate from published specifications. Current characterized errata are available on request.

Intel disclaims all express and implied warranties, including without limitation, the implied warranties of merchantability, fitness for a particular purpose, and non-infringement, as well as any warranty arising from course of performance, course of dealing, or usage in trade.

Intel, the Intel logo, and Intel Unite are trademarks of Intel Corporation in the United States and/or other countries.

*Other names and brands may be claimed as the property of others

© 2016 Intel Corporation. All rights reserved.



Table of Contents

1	Introduction.....	5
1.1	Audience.....	5
1.2	Intel Unite Solution Terminology & Definitions.....	5
1.3	Client Requirements.....	5
1.4	Client Compatibility Table.....	6
2	Launching the Intel Unite Application.....	7
2.1	Starting the Intel Unite application on a Client.....	7
2.2	Getting Connected.....	8
3	Intel Unite Solution Features (Windows Client).....	9
3.1	Present Content.....	9
3.1.1	Present Extended Display.....	10
3.1.2	Presenting Applications.....	11
3.2	View Presentation.....	13
3.3	Take Over a Presentation.....	14
3.4	Annotation.....	15
3.5	Share a File.....	16
3.6	Video Playback with Audio Support.....	18
3.7	Disconnect User.....	20
3.8	Meeting Lock.....	21
3.9	Scheduled Meetings.....	23
3.10	Peer To Peer.....	25
3.11	Connection Status Indicator.....	26
3.12	Intel Unite Application Settings.....	27
4	Intel Unite Solution Features (OS X* Client).....	28
4.1	Present Content.....	28
4.1.1	Presenting Applications.....	29
4.2	Take Over a Presentation.....	31
4.3	View Presentation.....	31
4.4	Annotation.....	33
4.5	Zoom.....	34
4.6	Share a file.....	35
4.7	Disconnect User.....	37
4.8	Meeting Lock.....	38
4.9	Connection Status Indicator.....	39
5	Intel Unite Solution on iPad.....	40
5.1	Launching the application.....	40
5.2	Connect to Screen.....	40
5.3	View Presentation.....	41
5.4	Auto-Reconnect.....	42
5.5	Disconnect.....	42
	Appendix A: Windows Client Installation.....	43



Appendix B: Intel Unite Plugin for Microsoft® Outlook.....44

1 Introduction

Intel Unite application is an easy-to-use solution to have smarter conference rooms. Meetings start quickly with wireless technology that connects immediately to new or existing displays, projectors, or interactive whiteboards – no cables needed. Intel Unite application users can share and edit content in real time, whether they are in the room or in a remote location.

The solution is designed to allow fast wireless screen sharing and collaboration in three steps:

1. Launch the Client application
2. Enter a PIN to connect to a specific session
3. Click **Present Screen** or **Present Application** to share content

1.1 Audience

This guide focuses on enabling users to launch and get familiar with the Intel Unite application and its features. The following areas will be addressed in this document:

- Launching the Intel Unite application
- Connecting to a Hub display
- Intel Unite application features

This guide does not focus on installing and deploying the complete solution. For information on installation and deployment of the solution, refer to the “Intel® Unite™ Solution Enterprise Deployment Guide.”

1.2 Intel Unite Solution Terminology & Definitions

Enterprise Server (Server) – This term refers to the web server, PIN service running on the server that will assign and resolve pins, provide a download page for the Clients, and provide the admin portal for configuration.

Client – This term refers to a device (Windows* or Mac*) that will be used to connect to the Hub.

Hub – This term refers to a mini form factor PC with Intel® vPro™ technology that is connected to a display in a conference room running the Intel Unite application.

Plugin – This term refers to a software component that is installed on the Hub which extends the functionality of the Intel Unite solution.

1.3 Client Requirements

Make sure the following requirements are met by the Client:

- Microsoft* Windows* 7, 8, 8.1 or 10
 - Recommended latest patch level
- Microsoft .NET* 4.5 or greater
- OS X* 10.10.5 or greater
- iOS 9.3 or higher
- 1 GB Ram
- 1 GB available storage
- Intel® Unite™ application installed



1.4 Client Compatibility Table

Use the following table as a guide when using available features in the Intel Unite application according to each Client Operating System (your laptop or device used as the Client).

Note: Only shown current features available in the latest software version of the Intel Unite application (v3.0), some of the features on the table are not available in previous software versions (v1 and v2).

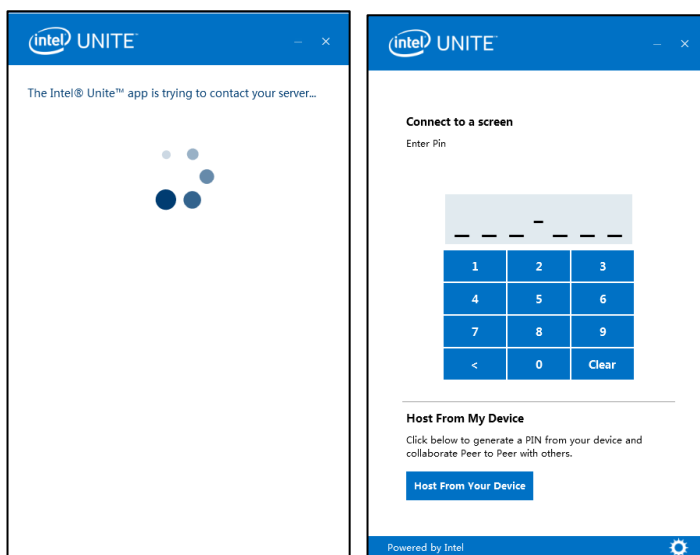
FEATURE	Windows* 7, 8.1, 10	OS X*	iOS iPads
View Presentation	✓	✓	✓
Present Content	✓	✓	
Present Extended Display	✓	✓	
Virtual Extended Display	✓		
Present Applications	✓	✓	
Share screen with up to 4 presenters (Dynamic)	✓	✓	
Take Over a Presentation	✓	✓	
Annotation	✓	✓	
Share a File	✓	✓	
Meeting Lock	✓	✓	
Auto Disconnect (close lid)	✓	✓	
View Attendees	✓	✓	✓
Peer to Peer (vPro* technology only)	✓		
Video with Audio (screen sharing)	✓		
Scheduled Meetings	✓	✓	✓

2 Launching the Intel Unite Application

2.1 Starting the Intel Unite application on a Client

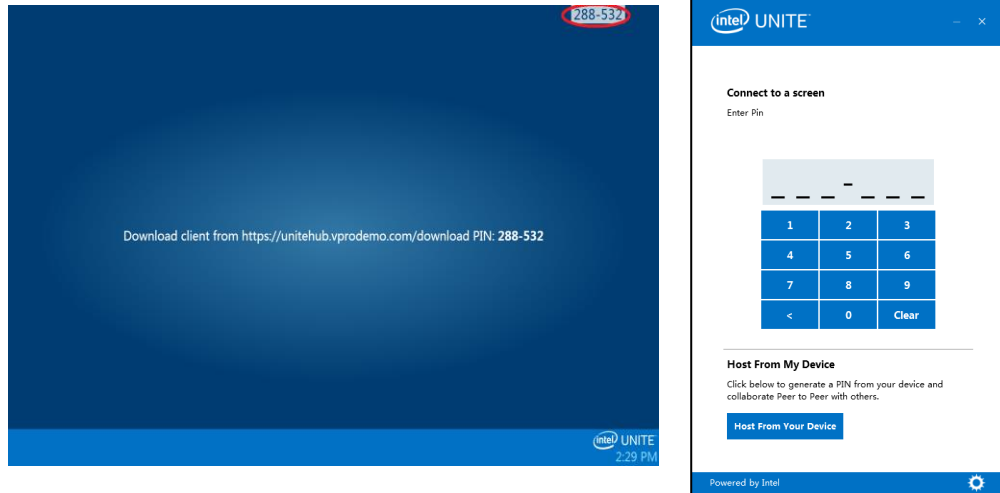
- Ensure that the Intel Unite application is installed on your Client. If you need to download the application, follow the instructions displayed on your Hub. For instructions on how to install the Client, refer to Appendix A: Windows Client Installation.
- Launch the Intel Unite application by searching for the installed program on your Client or by clicking on the Intel Unite application icon if it is present on your desktop.
- The Client application will try to contact your server. When it does, you will see a “Connect to a screen” where the 6 digit PIN needs to be entered.

Note: There is a timeout for the startup screen (60 seconds) if the Client cannot find the server.



2.2 Getting Connected

- On the **Connect to a screen** window of the Client application, enter the PIN displayed on the Hub.



- Once the correct PIN is entered, you will join the session and can click on **Present Screen** or **Present Application** if you wish to present your content.

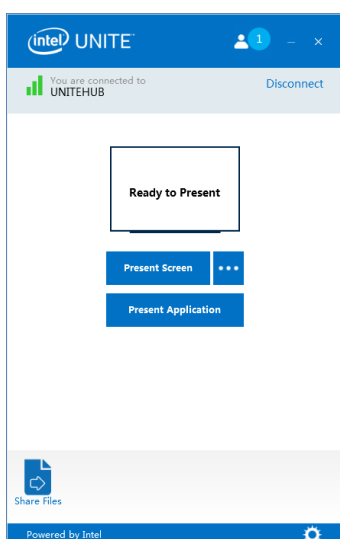
3 Intel Unite Solution Features (Windows Client)

Once the Client connects to a Hub, the solution provides useful collaboration features that include the ability to present content side-by-side, share files, and annotate. This section will provide instructions on how to use the features included with the Intel Unite solution.

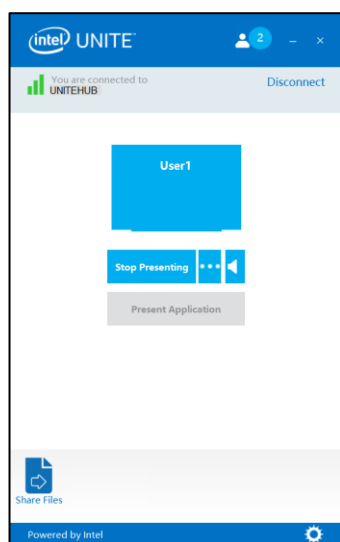
3.1 Present Content

The Intel Unite solution allows you to quickly present content to the Hub display to which you are connected. To present your screen:

1. Connect a Client to a Hub.
2. Click **Present Screen** to present the content of your primary display.



3. To stop sharing, click **Stop Presenting**



In addition to being able to present your primary display, the Intel Unite application will allow you to share content in the following ways:

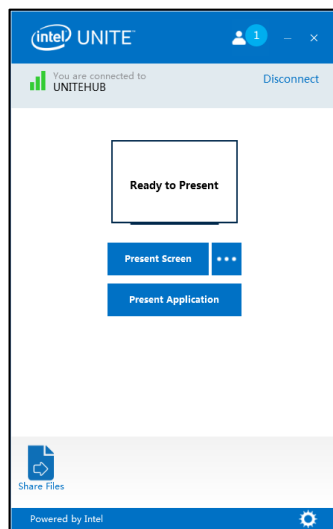
- Share a physical extended display
- Share a virtual extended display
- Share selected applications

3.1.1 Present Extended Display

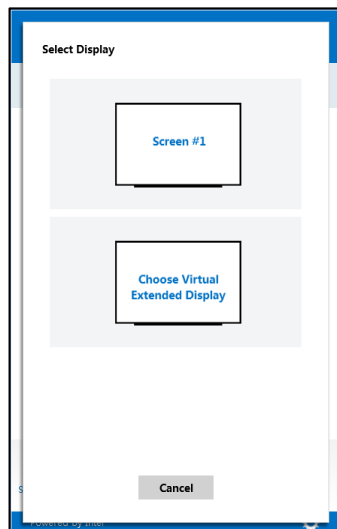
If your system has multiple physical monitors connected, which are configured as extended displays, Intel Unite application will allow you to share those extended desktops, keeping your primary desktops private. If your system has only one display, an additional option to create a virtual extended display will be available.

To present an extended display:

1. Click on the More (...) button next to **Present Screen**

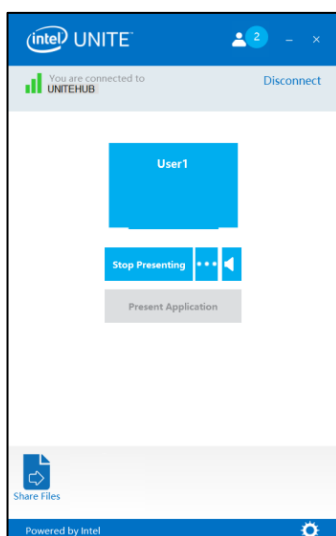


2. Select the device you want to present from



NOTE: The **Choose Virtual Extended Display** option will only be available if the extended display drivers are installed and the system has been rebooted.

You can also change your selection by clicking on the More (...) button next to **Stop Presenting**.



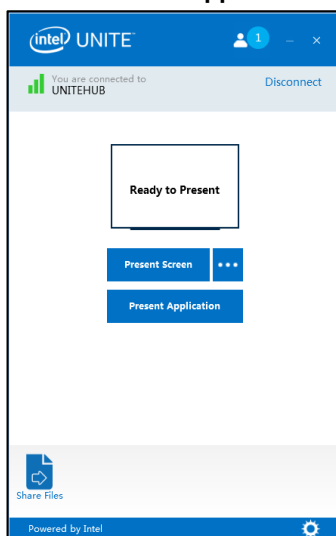
3.1.2 Presenting Applications

This option allows you to select one or multiple applications to present while keeping the rest of the content on your display private.

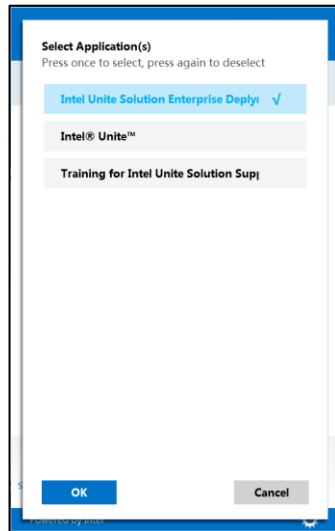
NOTE: Only one application is shared at a time. If multiple applications are selected, only the active application window will be shared to the Hub.

To present an application:

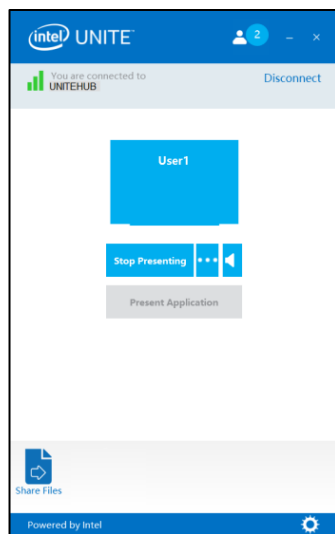
1. Click on **Present Application**



2. Select the application(s) you want to share from the list and click **OK**

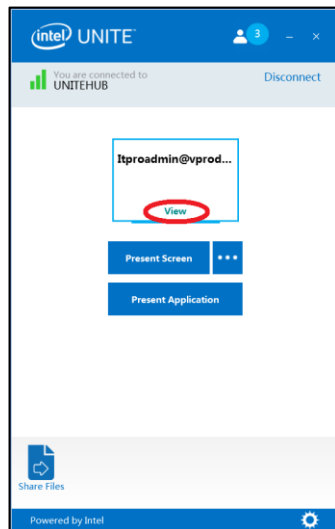


NOTE: To change your selection, you can click the More (...) button next to **Stop Presenting**



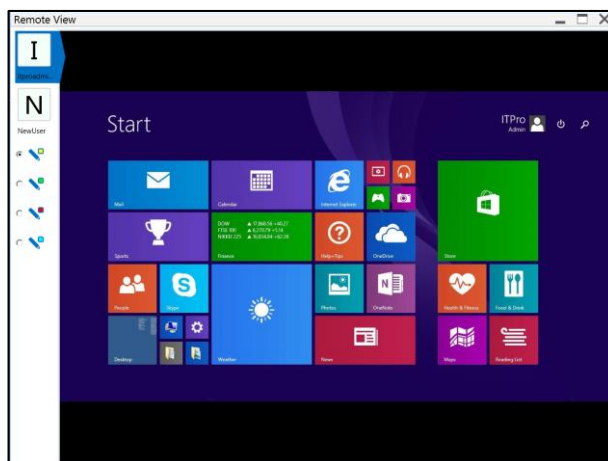
3.2 View Presentation

When a connected user shares content, you can view and annotate the presentation locally. To do this while a connected user is presenting, click on the **View** link.



This will open a new window that will show you the content being presented and also allow you to annotate over the content.

If multiple people are presenting, you can switch users by clicking on their avatar. Up to 4 people can present at the same time. If additional participants want to share in the main screen, they will not be able to present until one of the 4 presenters stops presenting.

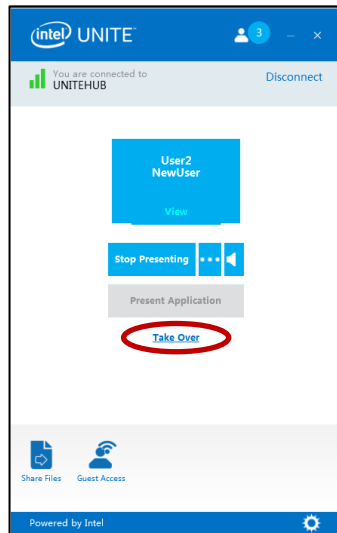


3.3 Take Over a Presentation

When multiple users are presenting, a single user may want to take over the Hub screen. To do this, the user who wants to take over the screen can use the **Take Over** option.

To take over a presentation:

1. Start presenting your content.



2. Click **Take Over**. You will see the **Take Over** option only when you are presenting your content screen simultaneously with other users.

NOTE: This action will not remove the other presenters from the collaboration session, it only stops them from sharing their content. They can re-share at any time.

3.4 Annotation

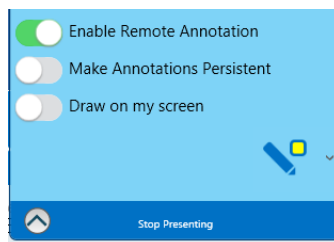
Annotation is used to quickly highlight and point out a specific item or section on a displayed screen. The ink shown will slowly fade after five seconds. To use annotation while presenting:

1. Connect a Client to a Hub.
2. Present your content.
3. A persistent tool menu will appear in the top, center of your display. Click on the down arrow to expose a set of options

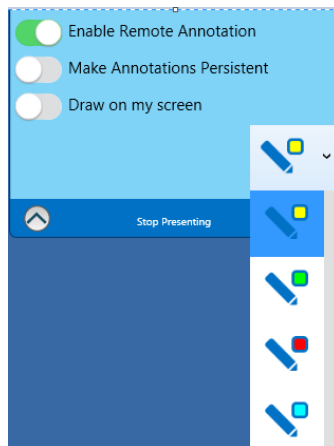


The annotation menu has three options:

- Enable Remote Annotation
- Make Annotation Persistent
- Draw on my screen



You can also change the pen color using the pen dropdown menu.



When you toggle **Draw on my screen** to the right, you can make annotations on your own screen.

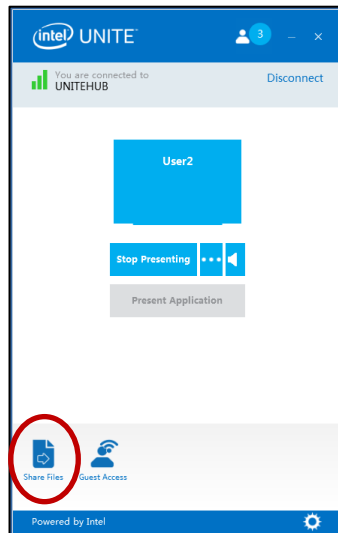
To exit annotation mode, toggle **Draw on my screen** to the left.

To annotate when someone else is presenting, choose the **View Presentation** link and begin drawing.

3.5 Share a File

This option must be enabled by your IT administrator in the Admin Portal. The **Share Files** feature provides an easy way for users to share presentations, meeting minutes, pictures, or other files with other users connected to the same Hub. To send a file using the Intel Unite application:

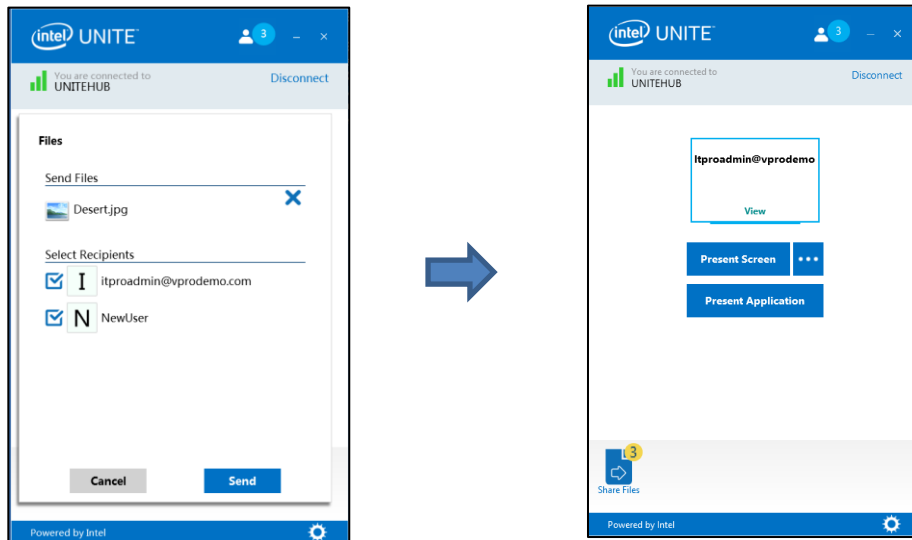
1. Connect multiple Clients to a Hub
2. Click on **Share Files**.



3. Click on **Select Files** and navigate to the file to be sent, or drag and drop files to the select files area. Please note that the maximum file size is 2GB.



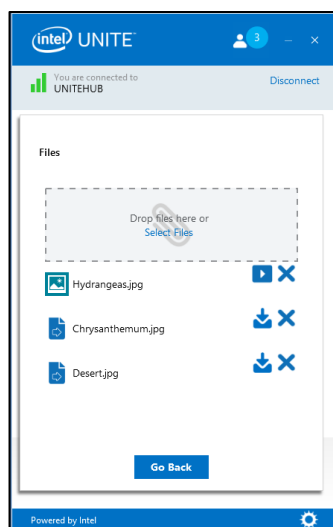
4. Once the files are ready to send, select the recipients and click on the **Send** button.



5. Recipients will receive an indicator on the **Share Files** button that files are waiting for them. Click **Share Files** to retrieve files.
6. In the file list, click on the download button next to the file you want to download. Files will be placed in the **Received Files** folder on your desktop.

On this window you will notice different icons next to the file:

- An arrow pointing down is for files which are received and available for download
- When the arrow is pointing to the right the file has been downloaded. Click on the arrow pointing to the right to open the file
- The "X" is to close the file or cancel the download. When the user clicks on the "X" the download list is updated as well as the number of files.

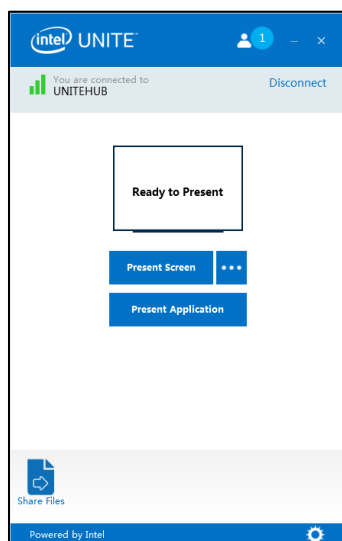


3.6 Video Playback with Audio Support

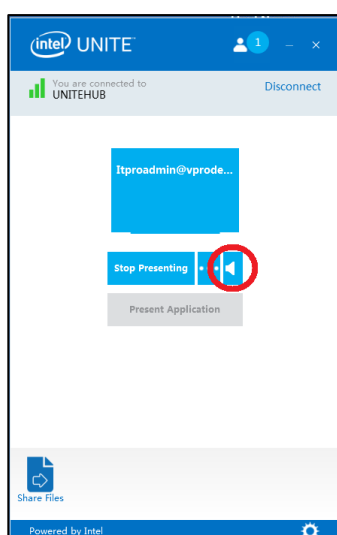
The audio and video streaming feature that allows in room attendees to view movies or video clips during presentations is available only when you share the display.

If this feature has been enabled by your IT administrator, a speaker button will be displayed after you click on **Present Screen**. This button will allow you to mute or unmute your audio to the room.

1. Connect to the Intel Unite application, click on **Present Screen** or select the display you want to use by clicking (...)



2. You can now share video content with accompanying audio.



3. The speaker button will allow you to mute or unmute your audio to the room with a simple click.

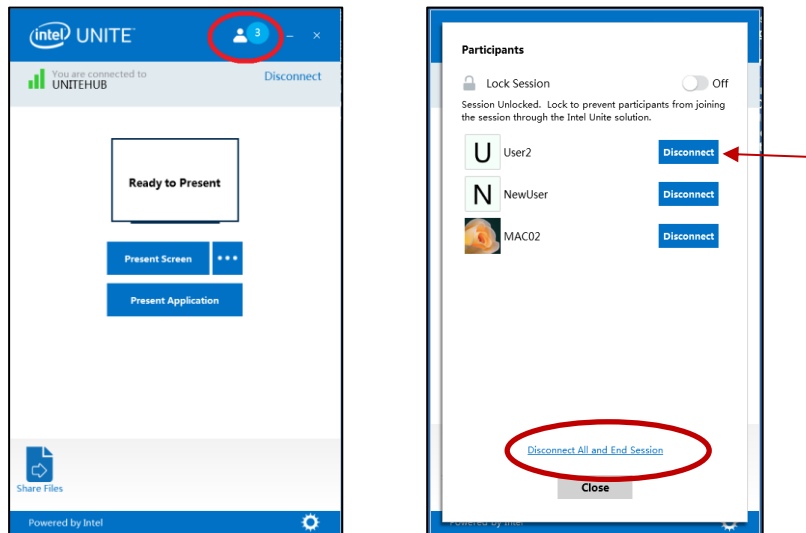


Note: the audio and video experience is only available if you are sharing your display and not when using the feature **Present Application**. To share video content, your client PC requires at minimum a 3rd Gen Intel® Core™ processor running Windows* 7, 8.1 or 10.

3.7 Disconnect User

Any user connected to a session can view a list of participants and disconnect other participants by clicking on the participant icon located on the upper navigation bar.

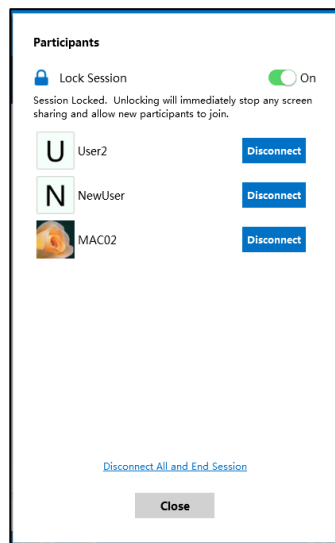
1. To disconnect a user, click on the **Disconnect** button next to the user.
2. To disconnect all users and end the meeting, click on **Disconnect All and End Session**.



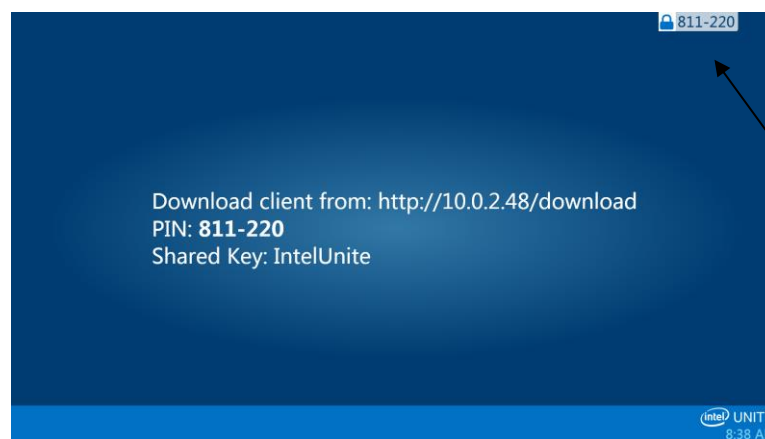
3.8 Meeting Lock

This feature allows users to lock a session to prevent other Intel Unite application users from joining and viewing the content being shared. When a session is locked, no other Intel Unite application users will be able to connect.

1. Once connected to the Intel Unite application, click on the participant button to view the list of participants that have joined the session.
2. When ready to lock the session, move the toggle button to the **On** position. To unlock the session move the toggle button to the **Off** position. The session can be locked or unlocked by any participant on the list at any time during the session.



3. When locking a session, the hub will display a "lock" icon next to the PIN and a toast message will appear for a few seconds indicating the session has been locked.

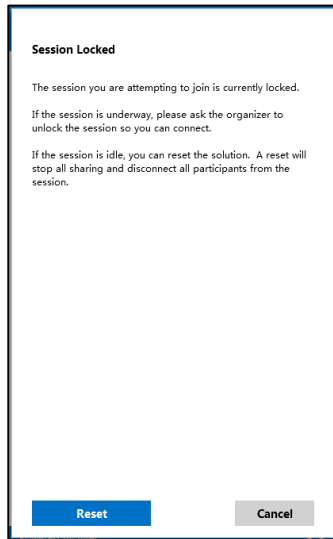


The session has been locked by User X

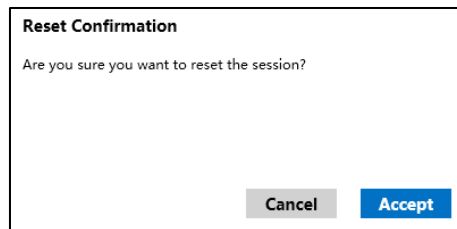
When unlocking:

The session has been unlocked by User X

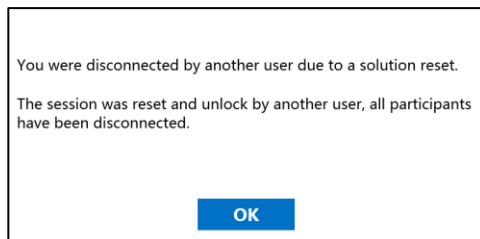
4. If a user wants to join a locked session the following message will be displayed:



5. If the user chooses to reset the locked session, all the participants will be disconnected and the user resetting the session will be connected when accepting the Reset Confirmation.



6. All the participants connected to the locked session will receive a message indicating that another user has reset the session.



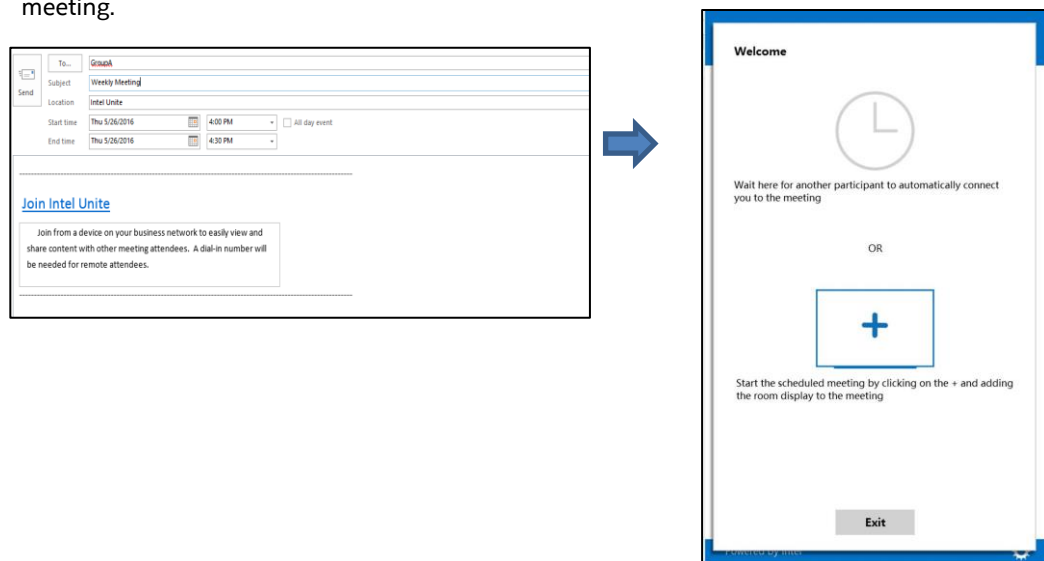
7. If a session is unlocked while you are presenting, content sharing will be stopped to avoid any Intel Unite application users from being able to see the content until the content is shared again.

3.9 Scheduled Meetings

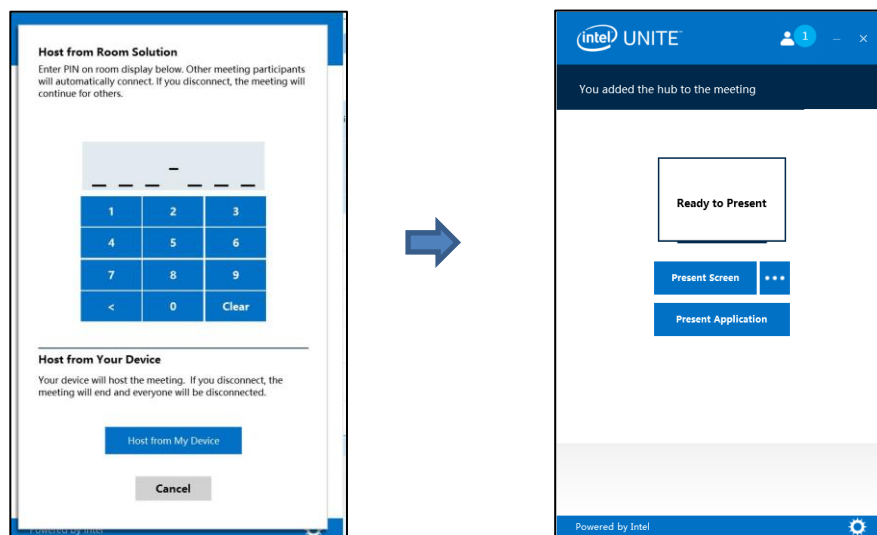
This feature allows users to schedule a session with Intel Unite using Microsoft* Outlook, providing a convenient way to include a link to the meeting invitee. Users can connect to a pre-scheduled meeting without having to enter a PIN after a hub has been added to the meeting by the first meeting attendee.

To use this feature, the Intel Unite plugin for Microsoft* Outlook has to be installed on your laptop. See Appendix B: Intel Unite Plugin for Microsoft® Outlook for installation and usage instructions.

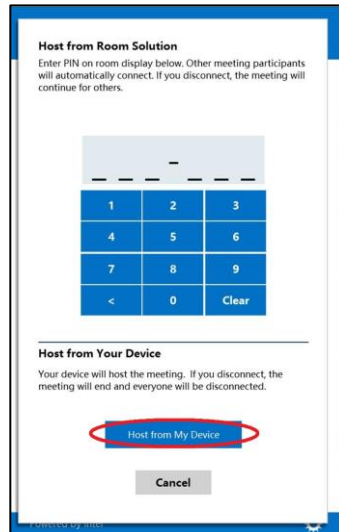
1. To join, click on the **Join Intel Unite** link in the meeting invitation. You will be directed to a virtual room. If you don't see this window, someone else has already added the room display to the meeting.



2. If you are in the conference room, the room display can be added by clicking on the + sign and entering the PIN from the Hub display on the **Host From Room Solution** window. Once the room has been added, everyone in the virtual lobby will join the session. To start the meeting, only one participant needs to add the room display.



3. You also have the option to host a meeting using your laptop as the main display by clicking on **Host From My Device**. To use this option, please note that you will need to have a PC with Intel® vPro™ technology.

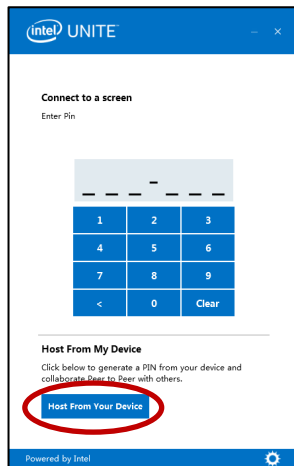


3.10 Peer To Peer

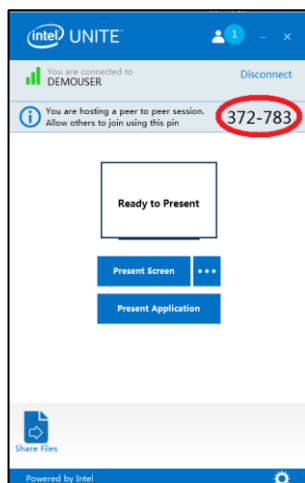
If there is a need for a collaborative meeting when a meeting room is unavailable or you are meeting with remote users (using VPN), you can start a peer to peer session.

NOTE: Only systems with Intel® vPro™ technology will be able to start and host a peer to peer session.

1. To start a peer to peer session, click **Host From Your Device**.

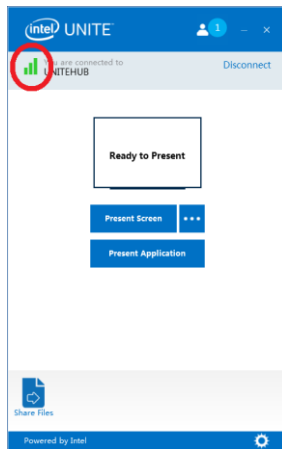


2. To allow other users to join to your peer to peer session, share the PIN with them.



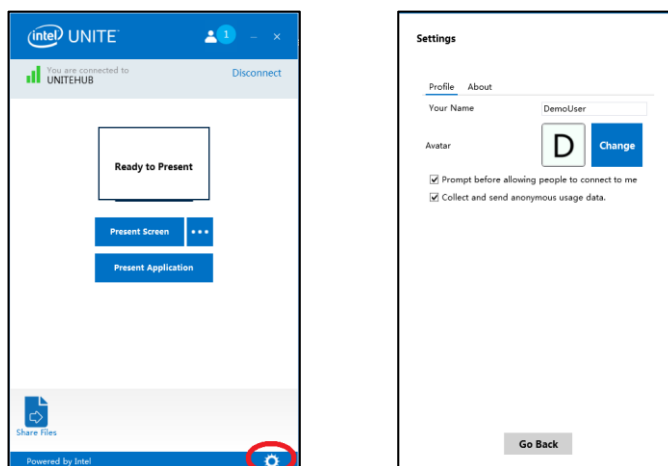
3.11 Connection Status Indicator

The connection status indicator provides a reliability indicator of the connection between a Hub and Client. When the connection becomes less reliable, the icon will turn yellow and then red.



3.12 Intel Unite Application Settings

Intel Unite application settings are located at the right lower corner of the window. Click on the gear symbol to access your options:

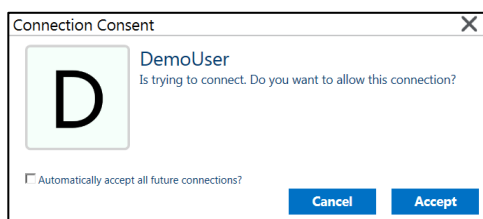


Your Name: Your user name or chosen name.

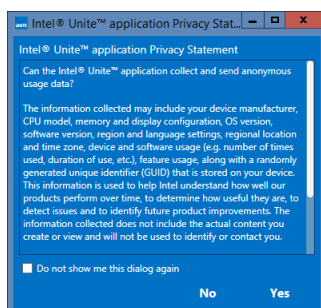
Avatar: Click on **Change** to select a desired .png, .gif, or .jpg file.

Prompt before allowing people to connect to me: In a peer to peer connection, the user with this option checked will be sent a connection request message before another user can connect to this user.

If this option is left checked and a peer-to-peer session is started by the first user, a Connection Consent message will appear when another user tries to connect to it.



Collect and send anonymous usage data: By selecting this option the user allows the Intel Unite application to collect and send anonymous usage data. The Privacy Statement displayed when the application is launched has details on what information is collected by the application.



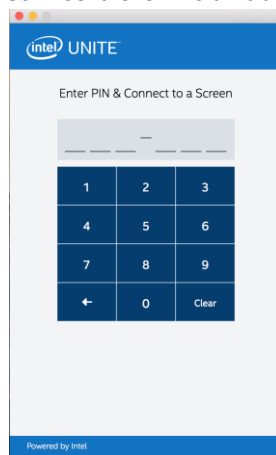
4 Intel Unite Solution Features (OS X* Client)

Once the Client connects to a Hub, the solution provides useful collaboration features that include the ability to present content side-by-side, share files, and annotate. This section will provide instructions on how to use the features included with the Intel Unite solution on OS X.

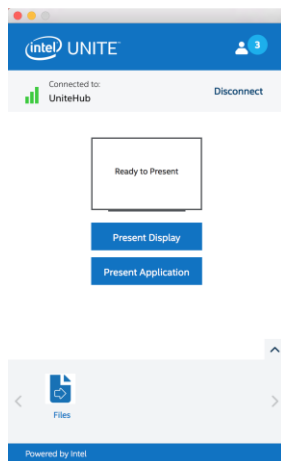
4.1 Present Content

The Intel Unite solution allows you to quickly present content to the Hub display to which you are connected. To present your screen content:

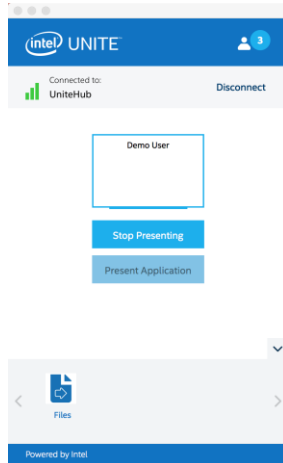
1. Connect a client to a hub.



2. Click **Present Content** to present the content of your primary display.



3. To stop sharing, click **Stop Presenting**



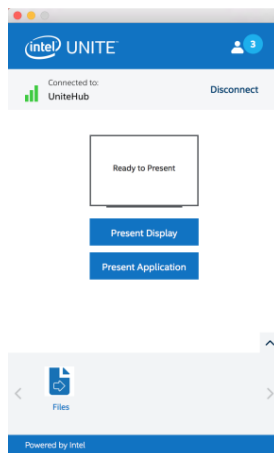
In addition to being able to present the content on your primary display, the Intel Unite application will allow you to share selected applications.

4.1.1 Presenting Applications

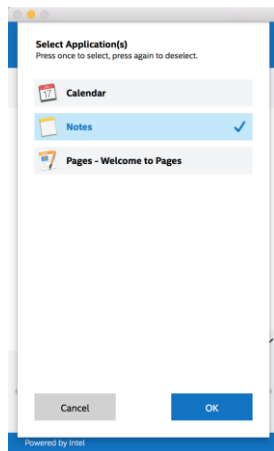
This option allows you to select one or multiple applications to present while keeping the rest of the content on your display private.

NOTE: Only one application is shared at a time. If multiple applications are selected, only the active application window will be shared to the Hub.

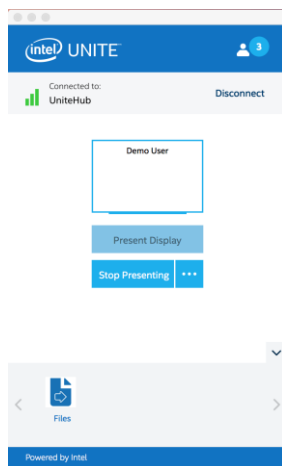
To present an application, Click on **Present Application**



3. Select the application(s) you want to share from the list and click **OK**



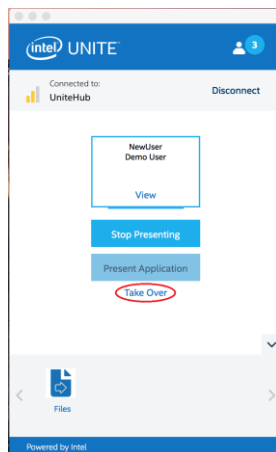
NOTE: To change your selection, you can click the More (...) button next to **Stop Presenting**



4.2 Take Over a Presentation

When multiple users are presenting, a single user may want to take over the Hub screen. To do this, the user who wants to take over the screen can use the **Take Over** option.

To take over a presentation, start presenting your content.

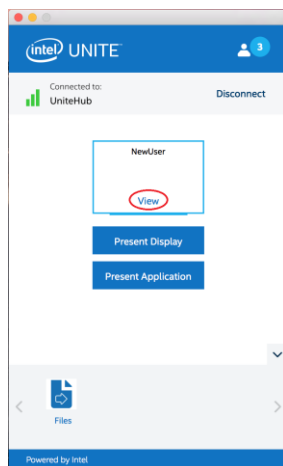


Click **Take Over**. You will see the **Take Over** option only when you are presenting your screen content simultaneously with other users.

NOTE: This action will not remove the other presenters from the session, it only stops them from sharing their content. They can resume sharing at any time.

4.3 View Presentation

When a connected user shares content, you can view and annotate the presentation locally. To do this while a connected user is presenting, click on the **View** link.



This will open a new window that will show you the content being presented. You will also be able to annotate over the content.

If multiple people are presenting, you can switch users by clicking on their avatar on the right.



You can also annotate by clicking on the marker below. For more annotation options click on (...)

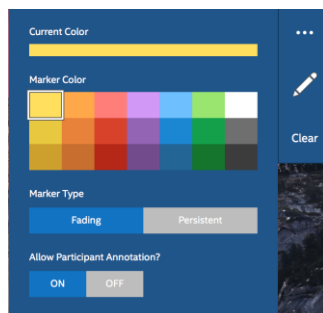
4.4 Annotation

Annotation is used to quickly highlight and point out a specific item or section on a displayed screen. The ink shown will slowly fade after five seconds. To use annotation while presenting:

1. Connect a Client to a Hub.
2. Present your content.
3. A persistent tool menu will appear on the right side of your display.



4. Click on the ... to view more Annotation options.
 - Choose marker color for annotations.
 - Choose either fading or persistent annotations
 - Allow other participants to annotate.



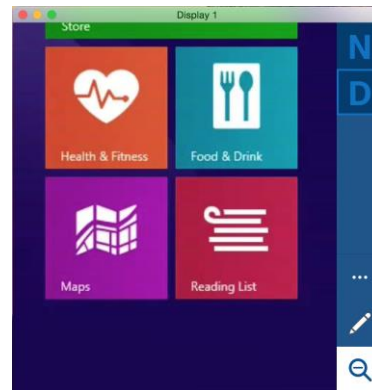
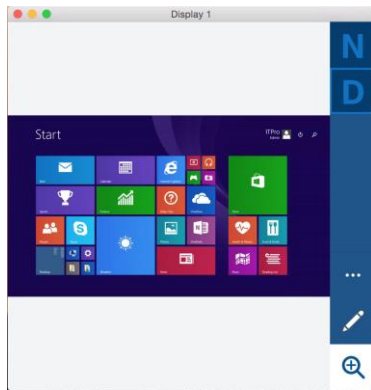
5. Click on the marker to start drawing on the screen. To clear your annotations, click on Clear.



6. To annotate when someone else is presenting, choose the **View Presentation** link and begin drawing.

4.5 Zoom

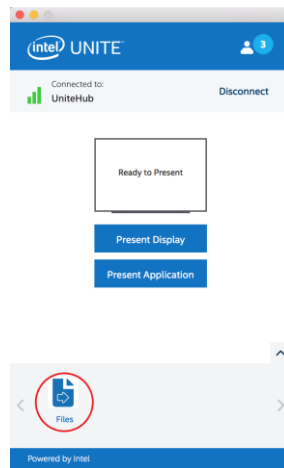
When viewing a presentation, you can zoom in and out to see the presentation by clicking on the magnifying glass.



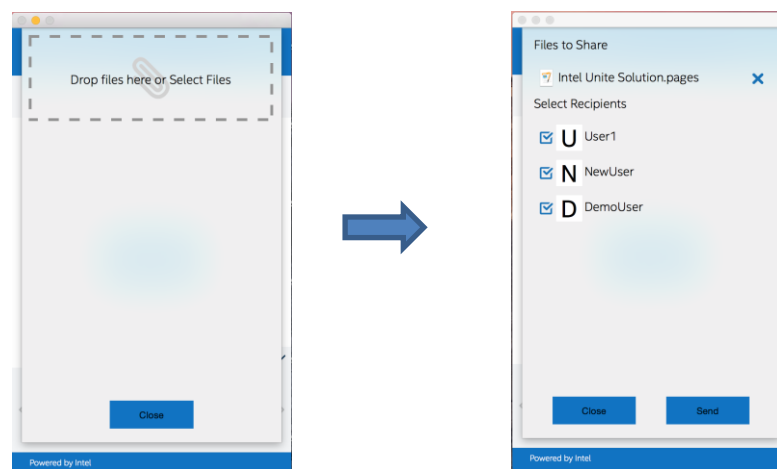
4.6 Share a file

This option must be enabled by your IT administrator in the Admin Portal. The **Share Files** feature provides an easy way for users to share presentations, meeting minutes, pictures, or other files with other users connected to the same Hub. To send a file using the Intel Unite application:

1. Connect multiple Clients to a Hub
2. Click on **Files**.

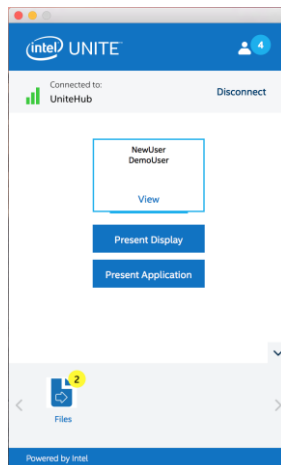


3. Drag and drop files to the select files area. Please note that the maximum file size is 2GB.



4. Once the files are ready to send, select the recipients and click on the **Send** button.

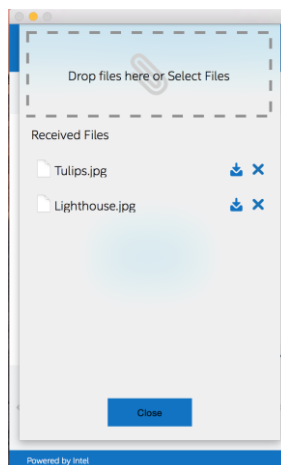
- Recipients will receive an indicator on the **Share Files** button that files are waiting for them. Click **Files** to retrieve files.



- In the file list, click on the download button next to the file you want to download. Files will be placed in **Downloads**.

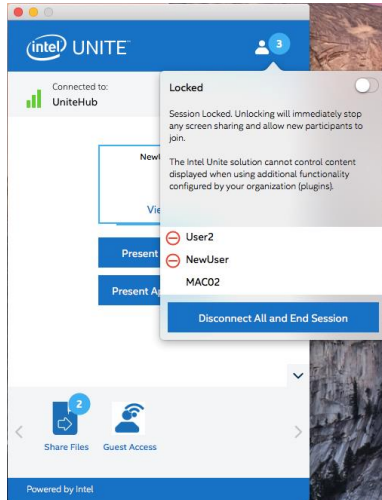
On this window you will notice different icons next to the file:

- An arrow pointing down is for files which are received and available for download.
- When the arrow is pointing to the right the file has been downloaded. Click on the arrow pointing to the right.
- The "X" is to close the file or cancel the download. When the user clicks on the "X" the download list is updated as well as the number of the files



4.7 Disconnect User

Any user connected to a session can view a list of participants and disconnect other participants by clicking on the minus sign (-) located next to the participant on the upper navigation bar.



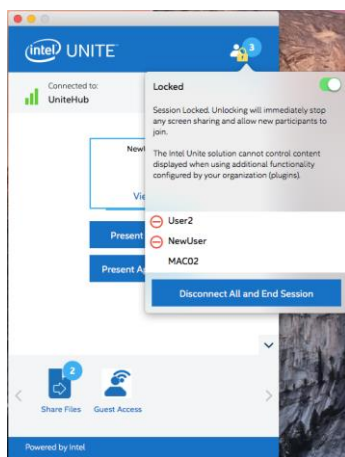
You can disconnect all the users and end session by clicking on **Disconnect All and End Session**.

4.8 Meeting Lock

This feature allows users to lock a meeting to prevent other Intel Unite application users from joining and viewing the content being shared. When a meeting is locked, no other Intel Unite application users will be allowed to connect.

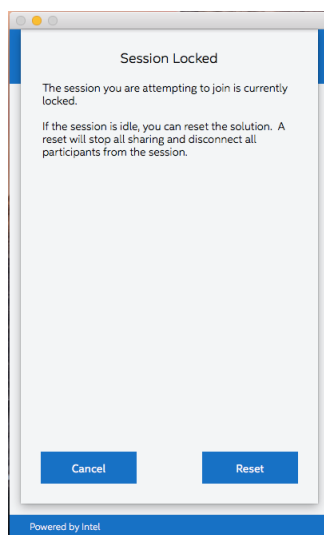
Once connected to the Intel Unite application, click on the participant button to view the list of participants that have joined the session.

When ready to lock the session, move the toggle button to the **On** position. To unlock the session move the toggle button to the **Off** position. The session can be locked or unlocked by any participant on the list at any time during the session.

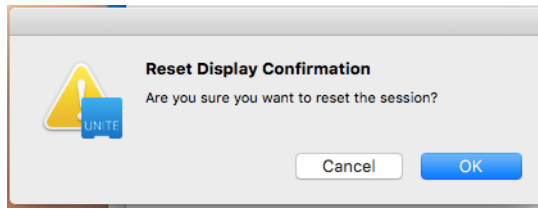


If the session is unlocked while you are presenting, content sharing will be stopped to avoid any Intel Unite application users from being able to see the content until it is shared again.

If a user wants to join a locked session the following message will be displayed:



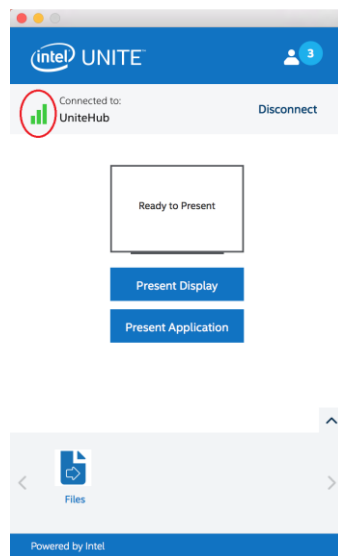
If the user chooses to reset the locked session, all the participants will be disconnected. The user resetting the session will be connected when accepting the Reset Confirmation.



All the participants connected to the locked session will receive a message indicating that another user has reset the solution.

4.9 Connection Status Indicator

The connection status indicator provides a reliability indicator of the connection between a Hub and Client. When the connection becomes less reliable, the icon will turn yellow and then red.



5 Intel Unite Solution on iPad

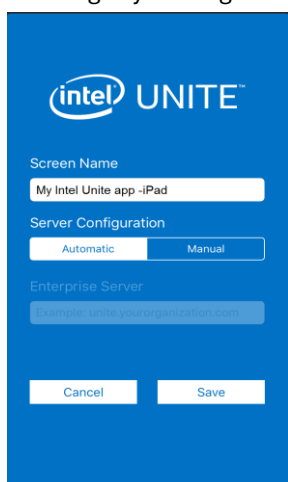
Once the iPad connects to a Hub, the solution provides useful features that include the ability to view presentation. This section will provide instructions on how to use the solution on iOS.

5.1 Launching the application

Launch the Intel Unite application and enter connection details. When you launch it for the first time, you can choose a screen name and set either Automatic or Manual configuration.

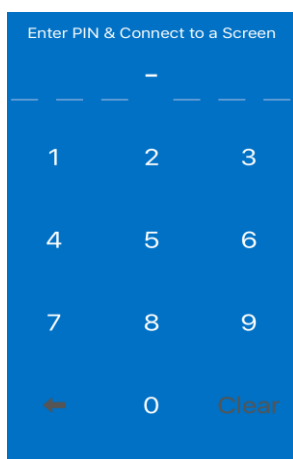
Choose Manual and provide the Enterprise Server only if you know your enterprise server. Choose automatic for the client to look up the service automatically in your environment.

Save settings by clicking on **Save**.



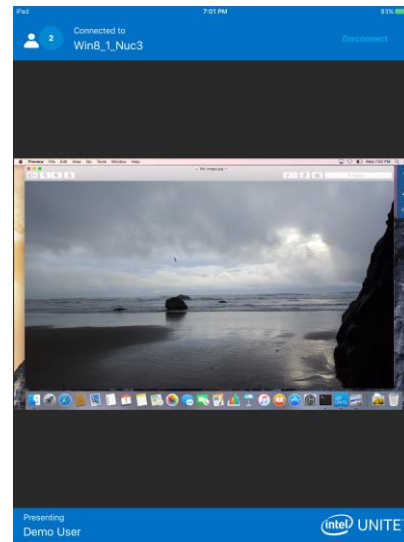
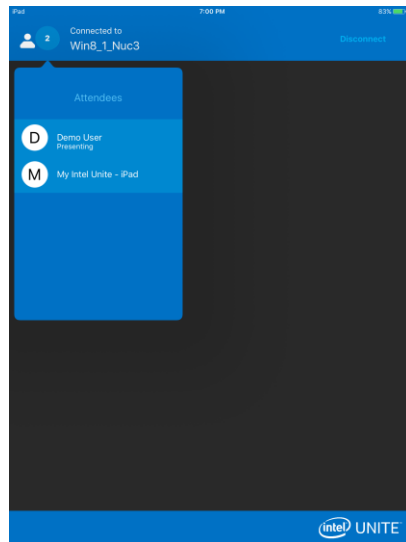
5.2 Connect to Screen

To connect to the hub, on the Pin screen, enter the six digit PIN displayed on the hub.

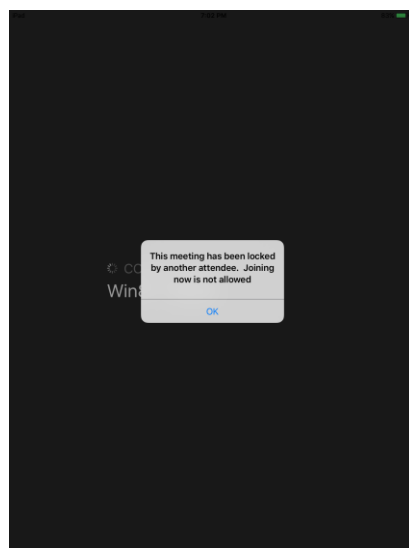


5.3 View Presentation

Once connected to the hub, view the participant list by clicking on the icon on the top left. If the session is not locked, click on the user presenting to view the presentation on the iPad. You can pinch to zoom in the presentation.



If the session was locked by a user you will see a message notifying that the meeting has been locked if you try to connect to the hub. The session has to be unlocked or reset by a Mac or Windows user before you can join.



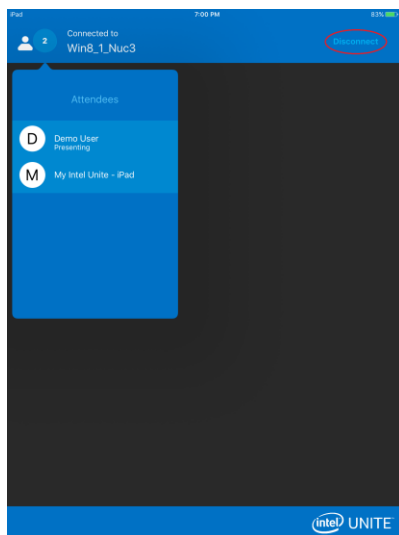
5.4 Auto-Reconnect

If you open any other application on your iPad while you are connected to a hub, re-opening the Intel Unite application will automatically connect you to the hub and the application will not prompt you to enter a PIN again.

Note: If your device does not re-connect to the hub, the room hardware may need an upgrade.

5.5 Disconnect

To disconnect from the hub, click on **Disconnect** on the top right corner.





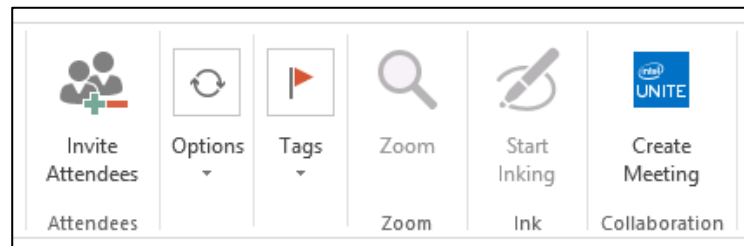
Appendix A: Windows Client Installation

1. Download the Client installer by following the instructions displayed on the Hub.
2. Locate the installer folder and run the file for the Client: **Intel Unite Client.msi**
3. Click **Next** to continue.
4. Click **Next** after you check the box **I accept the terms in the License Agreement**.
5. Select **Enterprise** and click **Next**.
6. In the **Connect to PIN Server** window, select **Automatically Find Server** and click **Next**.
7. The **Destination Folder** window will show the default location where the application is installed on your Client. In this step you can also create a desktop icon.
8. At this point, you can go back to review your settings or click on **Install** to continue.
9. Once the installation has ended, you will see the **Completed the Intel Unite Software Setup Wizard** window.
10. Click on **Finish** and launch the installation if you wish.

Appendix B: Intel Unite Plugin for Microsoft® Outlook

How to install the Intel Unite Plugin for Microsoft Outlook.

1. Run the file Intel Unite Add-in for Microsoft® Outlook.msi.
2. Complete the installation.
3. Go to Outlook and in the ribbon window click on the new Intel Unite Application Create Meeting.



The meeting created using the Scheduled Meetings functionality will look like this:

