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AVerTouch Application

USER GUIDE MANUAL

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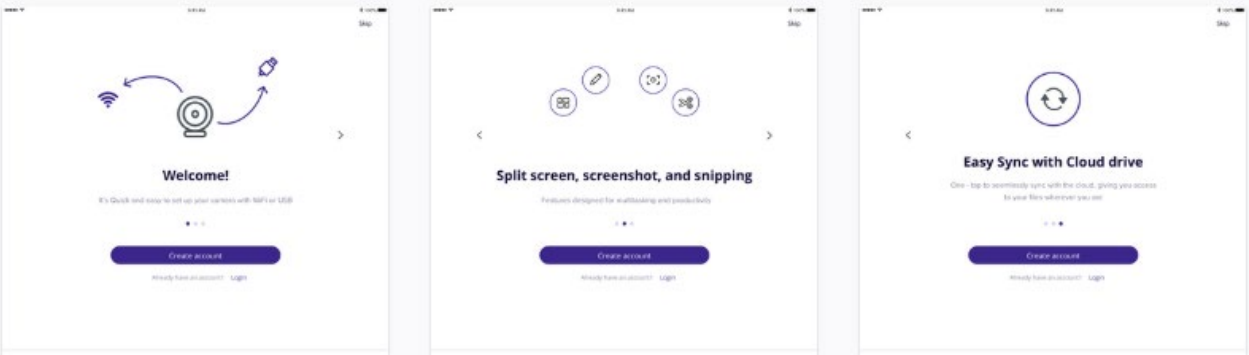
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1. About this Document

This document is help guide for AVerTouch application. In this document, you will find information about the features present in the application and how to use those features effectively.

2. Onboarding Welcome Screen

You will find onboarding welcome screen up on launching the application. This will give you a brief information about the features of AVerTouch application.



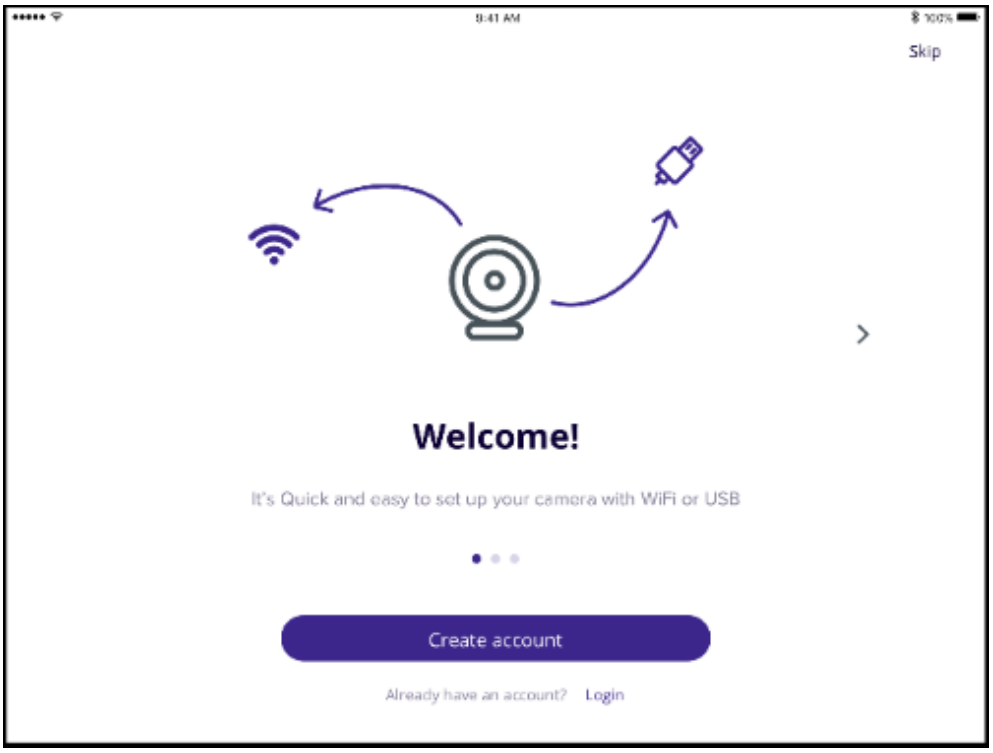
3. Account Setup (Mac/iOS/Android only)

This section talks about your account creation, password policy, and recovery mechanism.

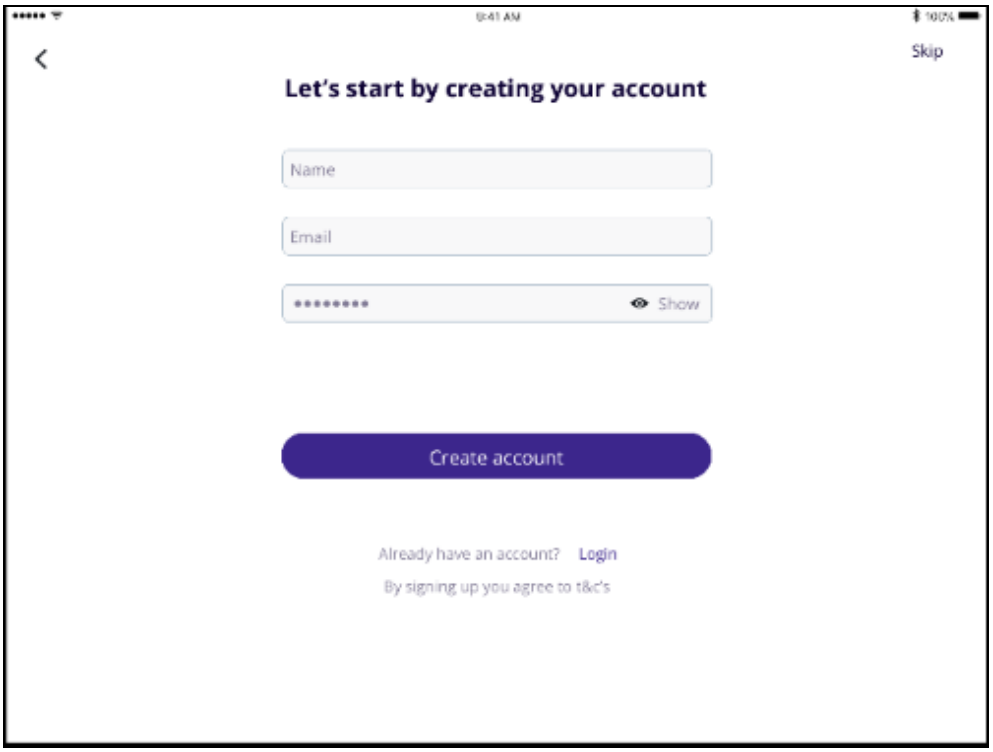
3.1 Create a New Account

It is recommended to create an account so that your settings remain saved into application when you open the application again next time.

To create an account, click **Create account** button in below figure.



Create account will take you to Sign-up page where you are required to enter your name, email id and password to create an account. You can even **Skip** account creation and go directly to application home screen.



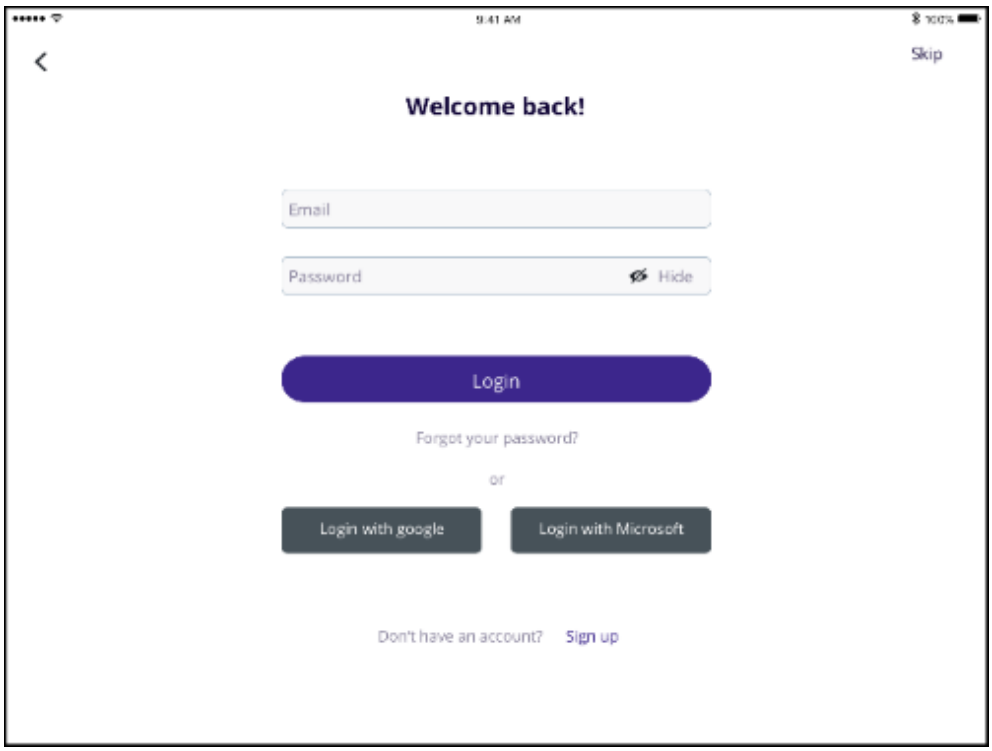
3.2 Password Policy

You need to create a password that complies with following password policy:

1. Password length
    a. Minimum 6 characters long
    b. Maximum 15 characters long
2. A password must meet the following minimum criteria:
    a. The password does not contain entire user name
    b. The password should contain
        i. Minimum 6 characters
        ii. At least 1 uppercase character (A-Z)
        iii. At least 1 lowercase character (a-z)
        iv. At least 1 numeric character (0-9)
        v. At least 1 symbol character (!, #, $, %)
3. Password validation
    a. If length is less than 6
        i. Display password policy requirement warning message
        ii. Create account is not allowed
    b. If length is 6 and minimum criteria is met
        i. Display password warning message and weak message bar
        ii. Create account is allowed
        iii. For example: "**Sa!1df**" – Weak (since minimum criteria is met and length is 6)
    c. If length is 9 and minimum criteria is met
        i. Display password warning message and medium message bar
        ii. Create account is allowed
        iii. For example: "**Saa!@45th**" – Medium (since minimum criteria is met and length is 9)
    d. If length is 12 or more and minimum criteria is met
        i. Display password warning message and strong message bar
        ii. Create account is allowed
        iii. For example: "**Saa!@45thGqqw" –** Strong (since minimum criteria is met and length is 12 or more)
4. Password warning message
    a. "A password must be at least 6 characters long. A password should contain characters from uppercase letters (A-Z), lowercase letters (a-z), numbers (0-9), and symbols (!, $, #, or %)."

3.3 Sign in with Existing Account

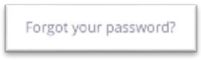
You can sign in to the application in different ways as shown in below figure.



- Email & password: Sign in with email id & password used for account creation/sign-up.
- Use social media login, e.g. Google & Microsoft (Mac application doesn't support Microsoft login)

3.4 Forgot Password/Recovery

You can recover the password for your existing account by following these steps.

Click 

button and you will be re-directed to Forgot password screen. You are required to enter following details to reset your password.

- Your registered email id
- Default password (**AVer@1234**)
- New password of your choice

4 Camera Page

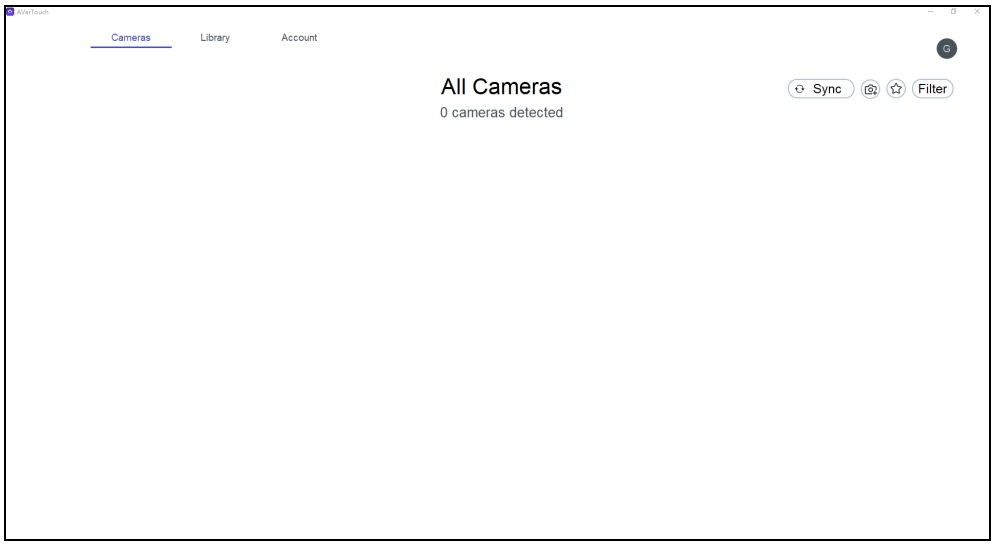
4.1 First Time Camera Setup

This section will guide you to onboard a document camera using the application. Onboarding means connecting a document camera to an external Wi-Fi router for internet access. After successful onboarding, you can see live view from the camera and control the camera using Settings.

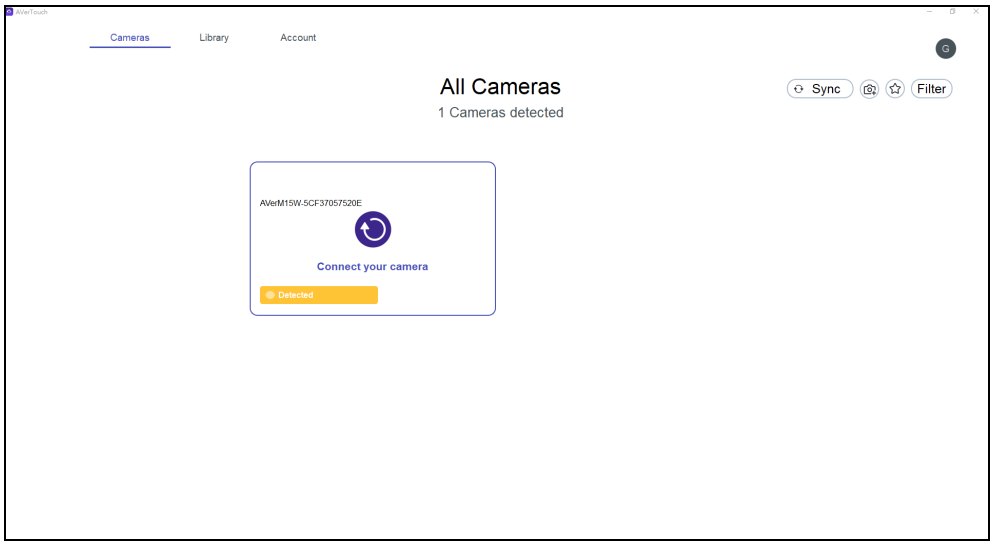
4.1.1 Onboarding Wireless Document Camera in Windows/Mac/Android

Follow below steps to connect a Wireless document camera to an external Wi-Fi router for internet access via Windows application, Android application, and Mac Application.

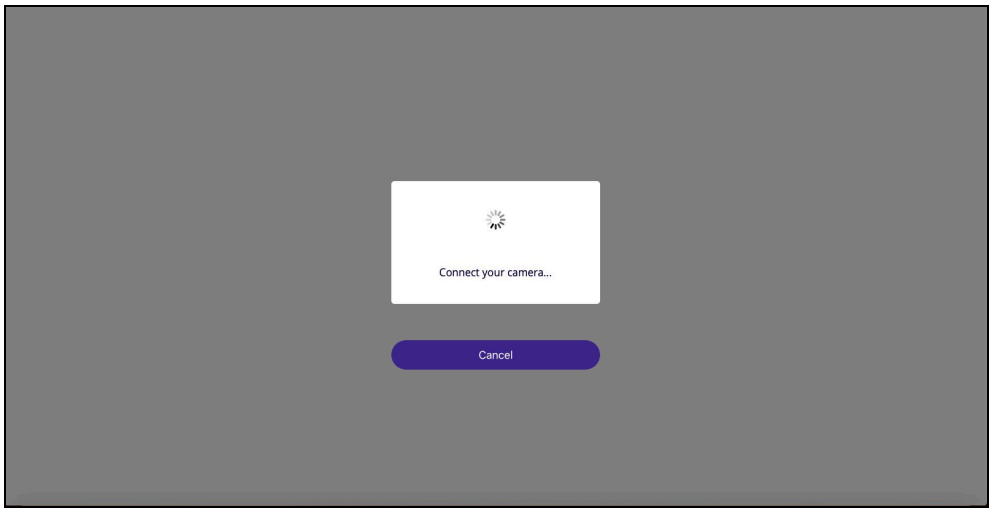
a) You will find "0 Camera Detected" text when none of the cameras are detected by the application.

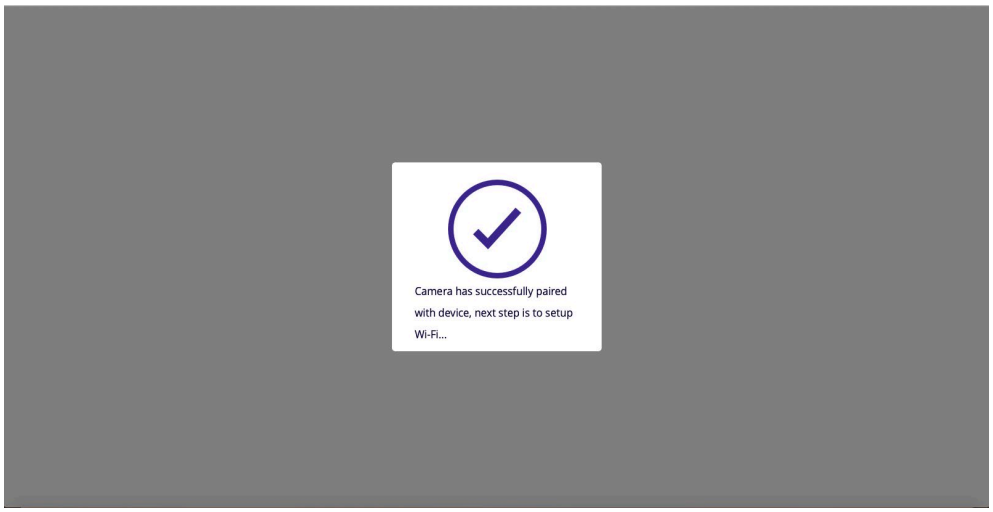


Once a Doccam is detected for onboarding, you will find a WHITE color camera card with a refresh icon as shown in picture below.

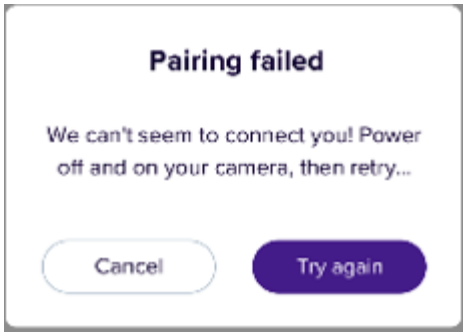


b) In above picture, tap on refresh button to start onboarding your camera. App will try to establish connection with the camera and show a loader.

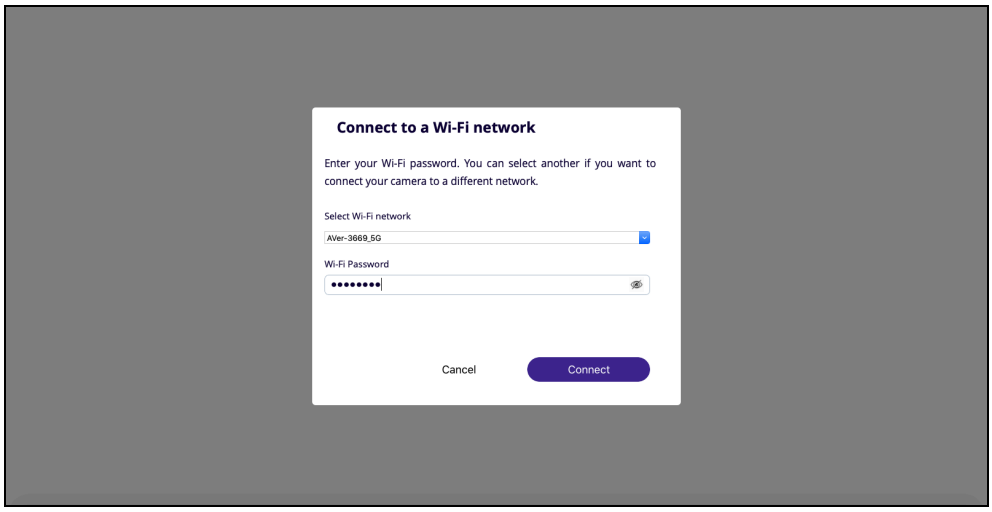




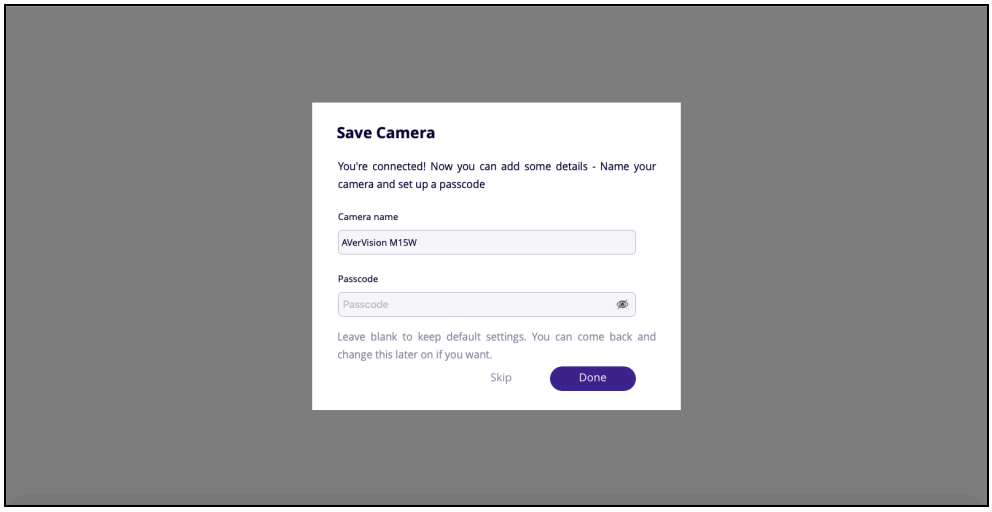
If camera is successfully connected, then above SUCCESS message will appear. Otherwise, pairing failed message will appear. You can click “Try again” to connect camera again.



c) Once the camera is connected successfully, next step is to set up the camera with a Wi-Fi network. From the drop-down list, choose the Wi-Fi network of your choice. Enter the password for the selected Wi-Fi network and click “Connect”.

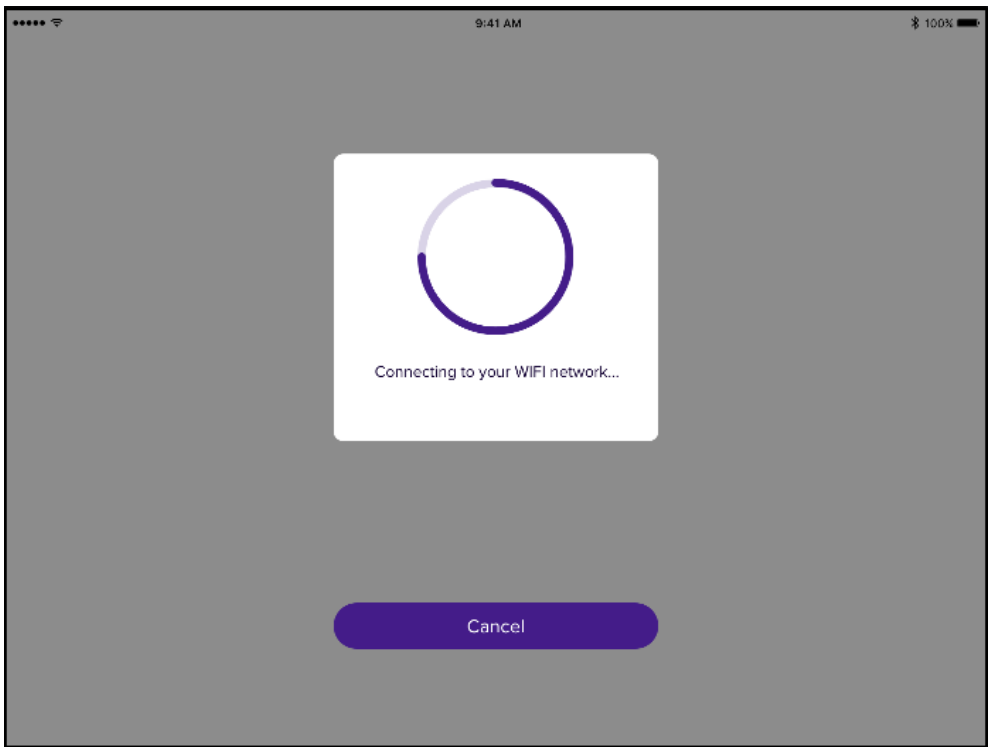


d) Next is to configure AP mode of camera. User can save camera details such as camera name and passcode if desired and click “Done” button.



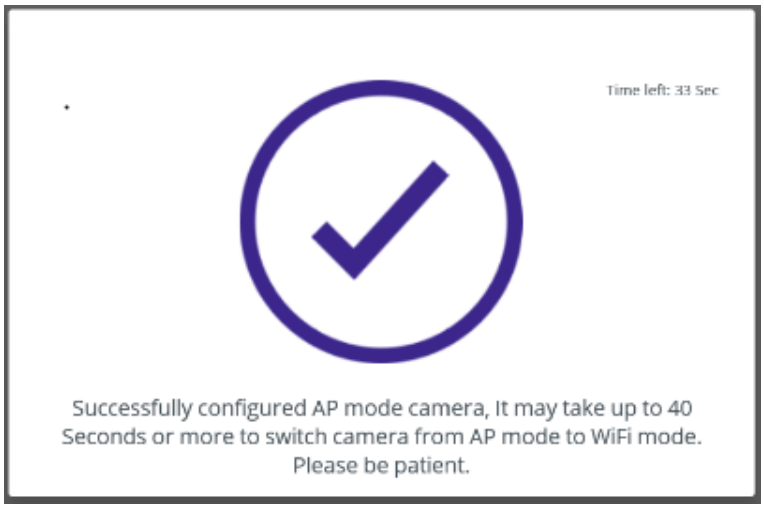


e) Camera will start connecting to the Wi-Fi network of your choice.

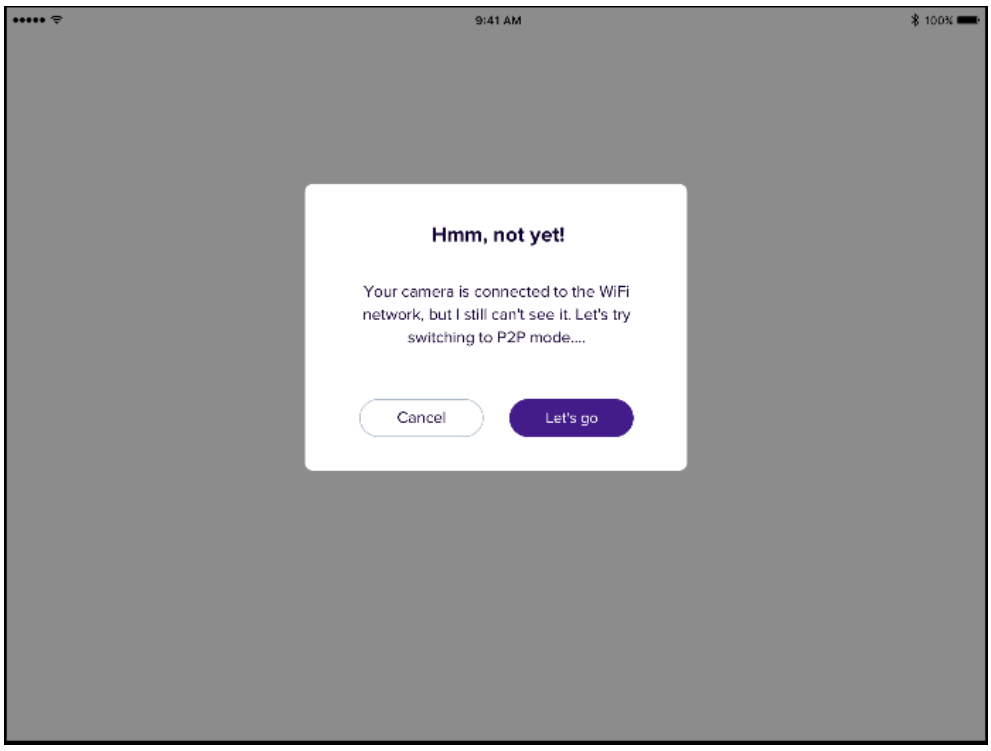


Once the camera is successfully connected to Wi-Fi network, you will see below success message.

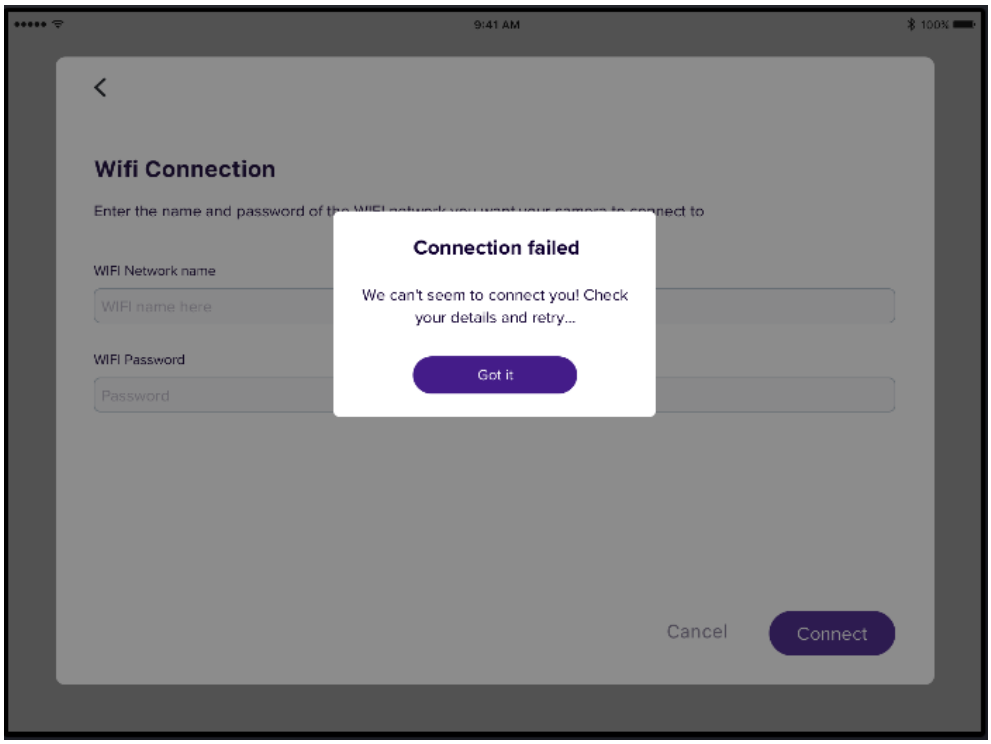
Sometimes, it may take up to 30-40 seconds for camera to connect to the Wi-Fi network of your choice. So, you will find a screen with following message and a timer of 40 seconds.

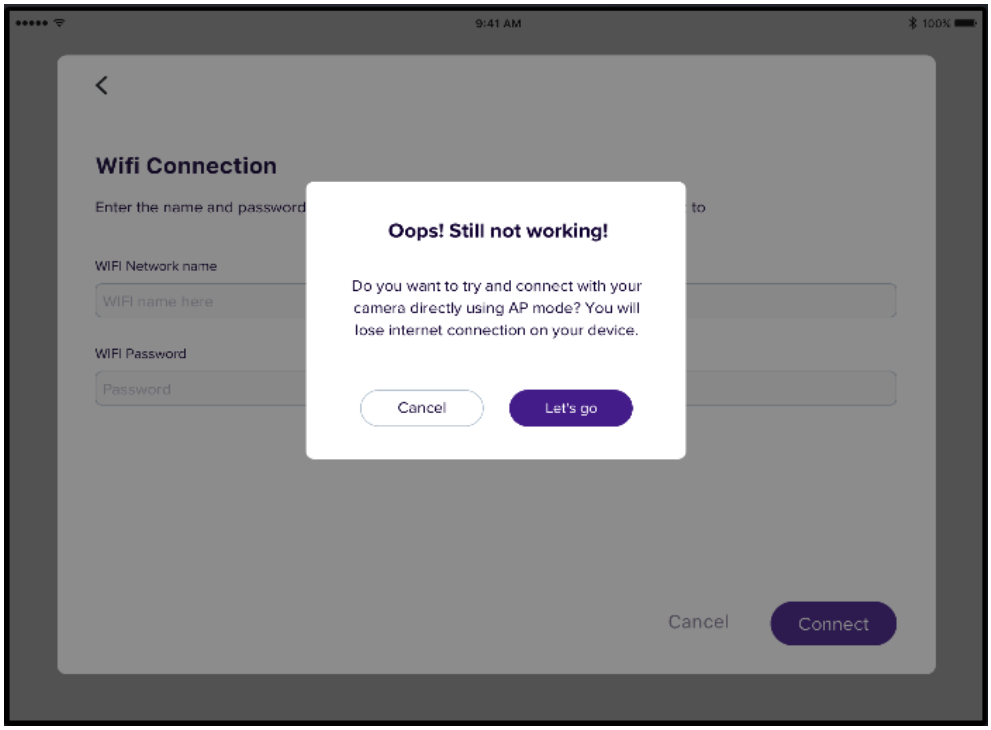


If the camera is detected before timer expiry, then the dialog will close and app will navigate to camera card screen.

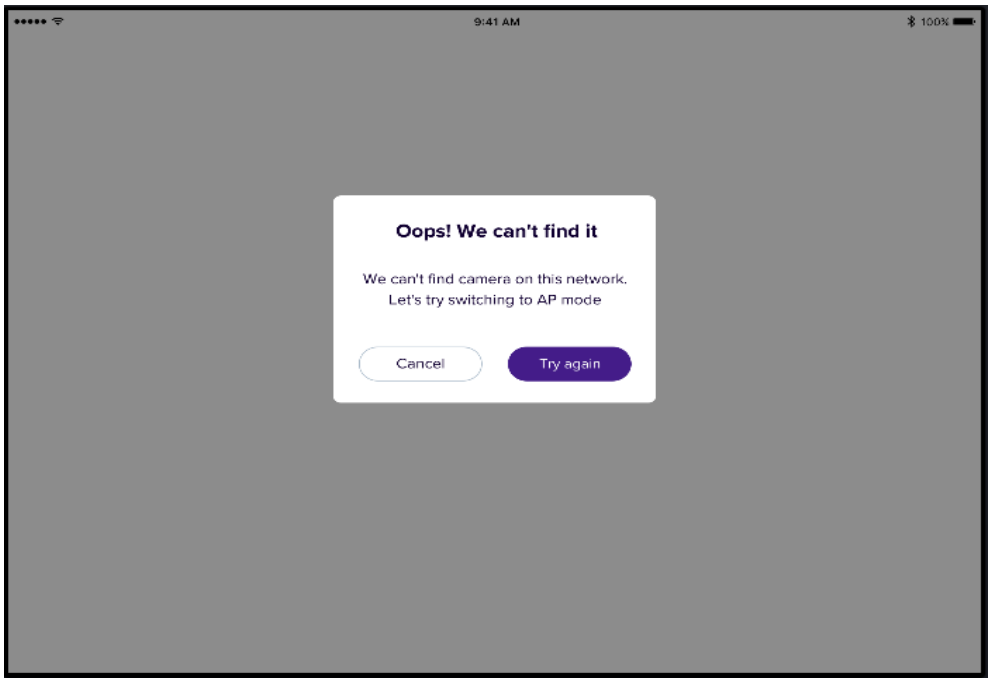


If camera is not connected to selected Wi-Fi successfully, user will see above dialogue.





User can go retry attempt, but even if retry attempt does not work then user will see above dialogue.

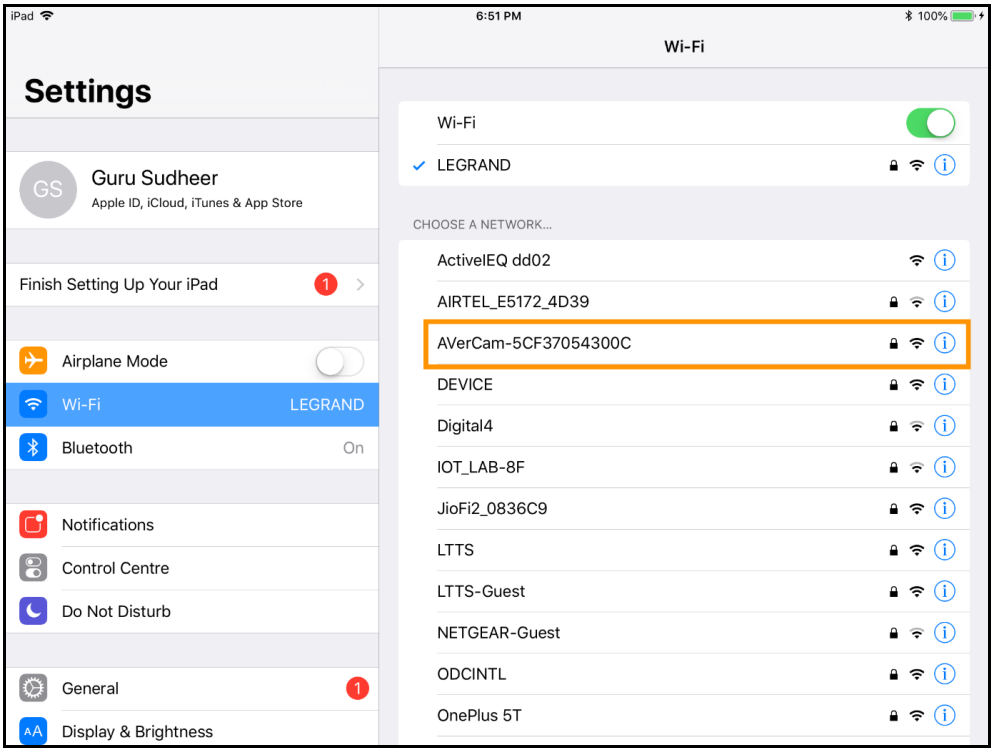


4.1.2 Onboarding Wireless Document Camera in iPad

Follow below steps to connect a Wireless Document Camera to an external Wi-Fi router for internet access via iPad application.

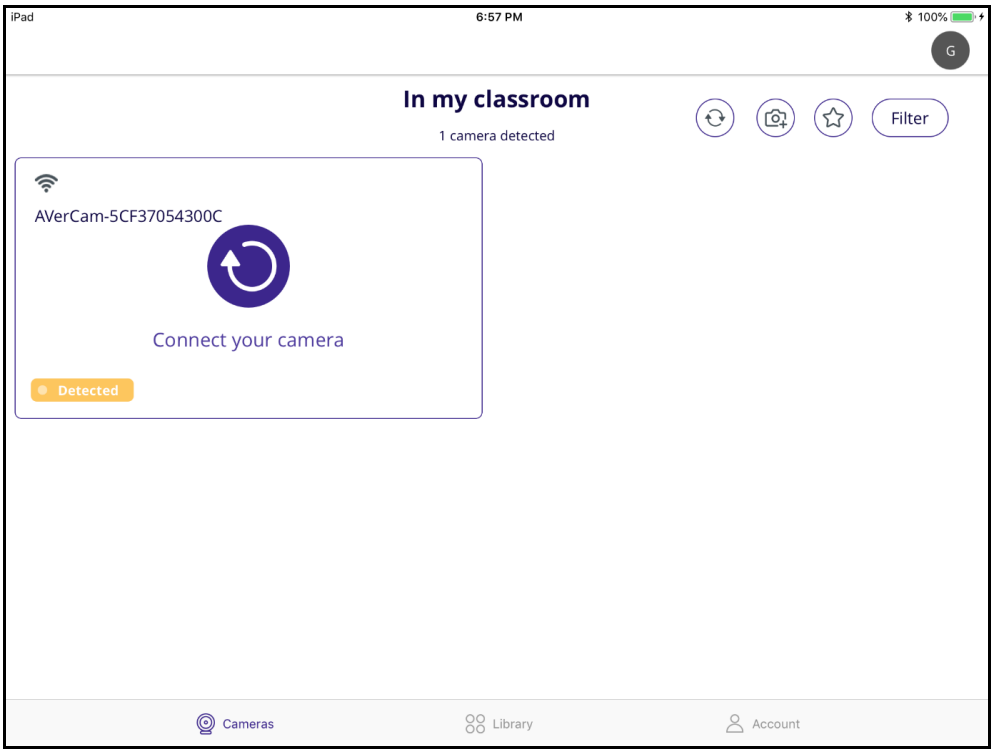
a) Open iPad Wi-Fi settings and look for AVer document camera with following pattern of SSID - “AVerM15W-*******” and “AVerM70W-*****”.

b) Select AVer document camera SSID to connect.

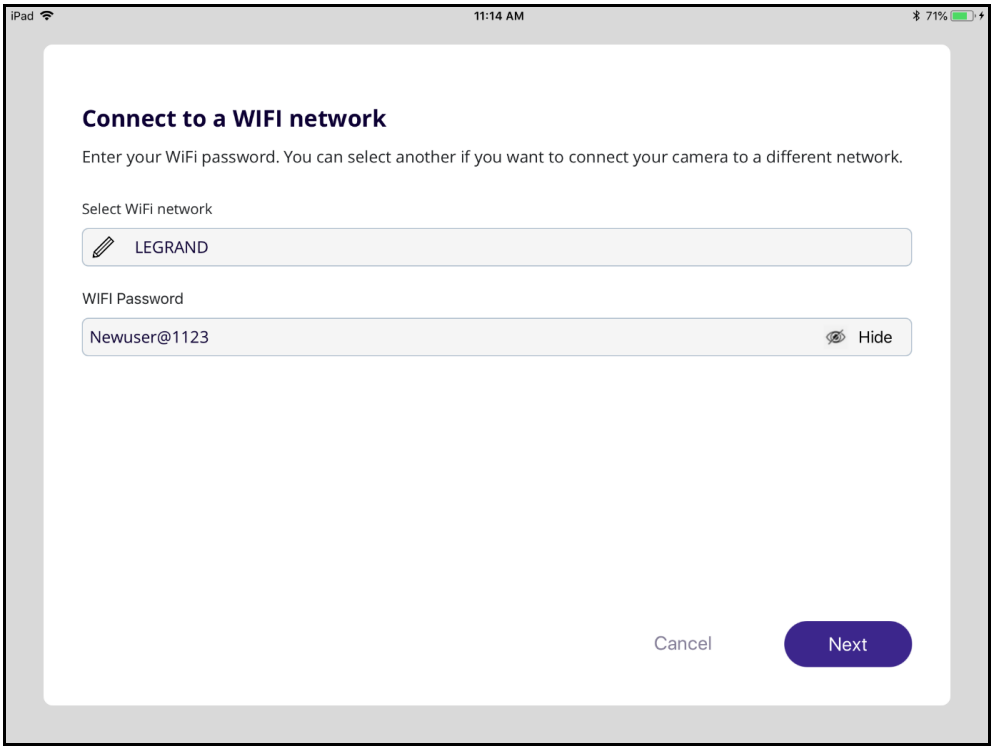


c) Open AVerTouch application and you will find the selected camera under Camera Tab.

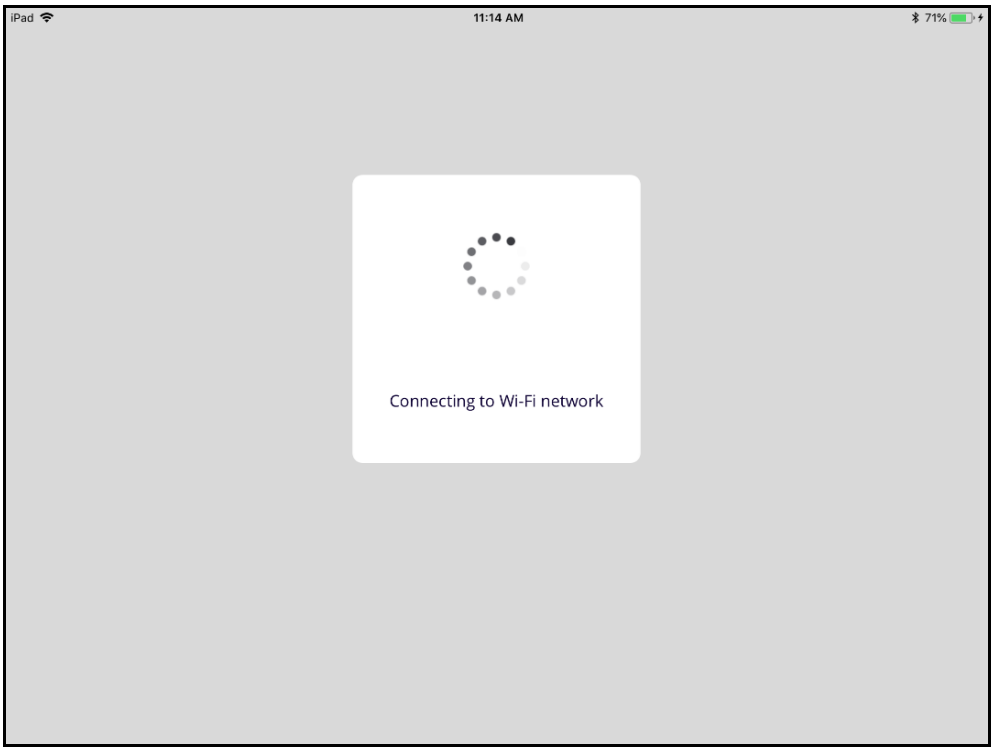
d) Tap on  button to connect the camera.



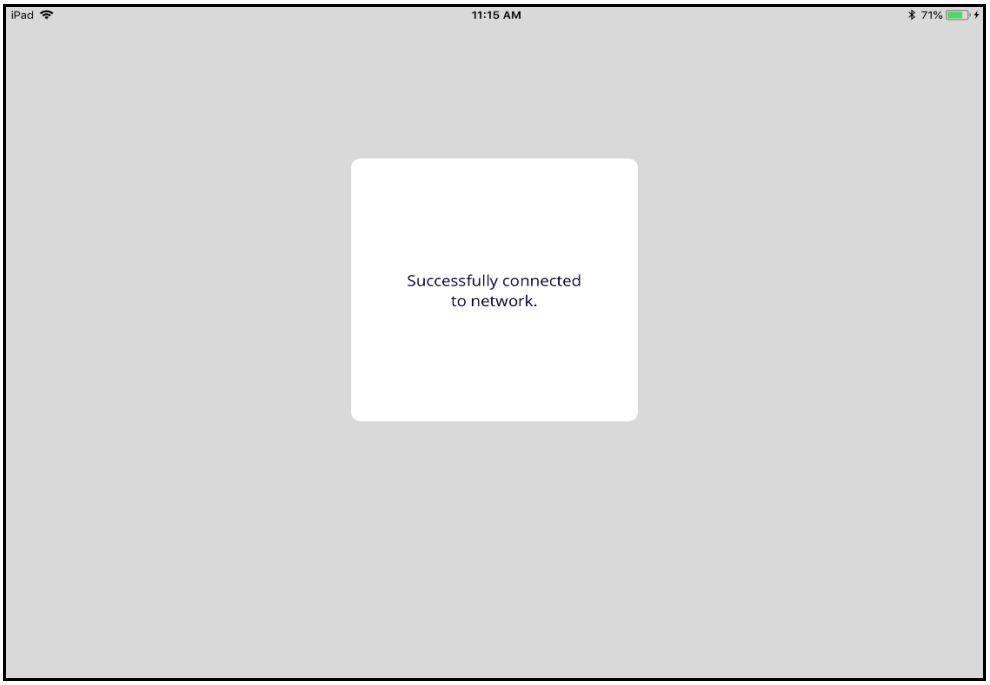
e) Application will show a pop-up for Wi-Fi SSID & password entry.



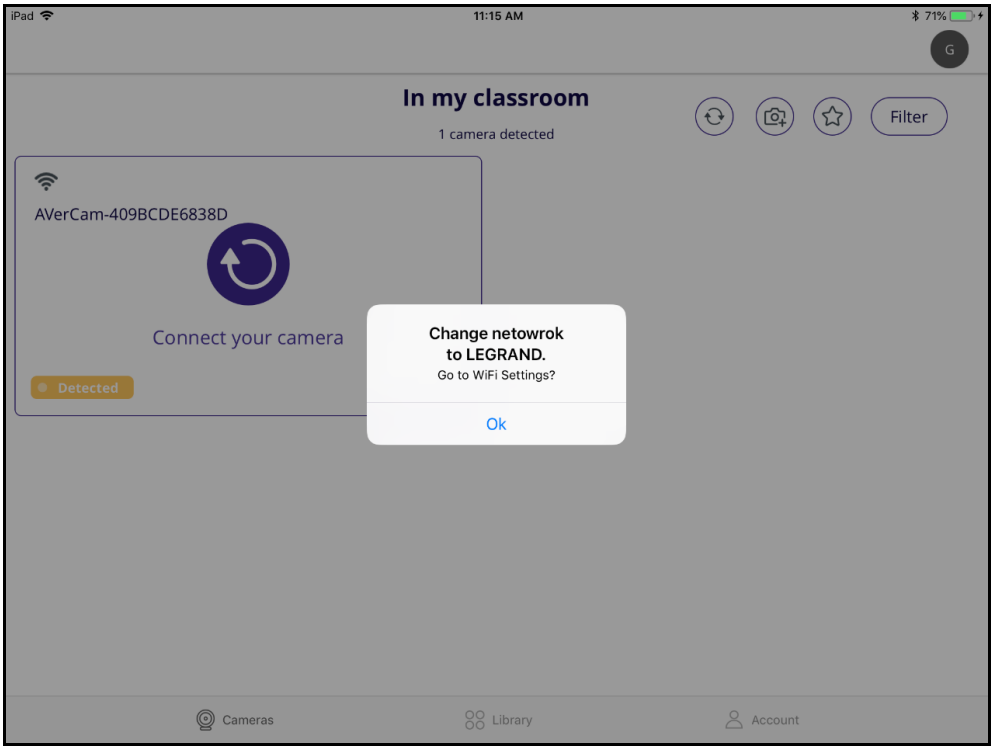
f) Once the user taps on **Next** button, application will try to connect camera to selected Wi-Fi network.



g) If the camera has successfully connected to Wi-Fi network, user will see success dialog as below.



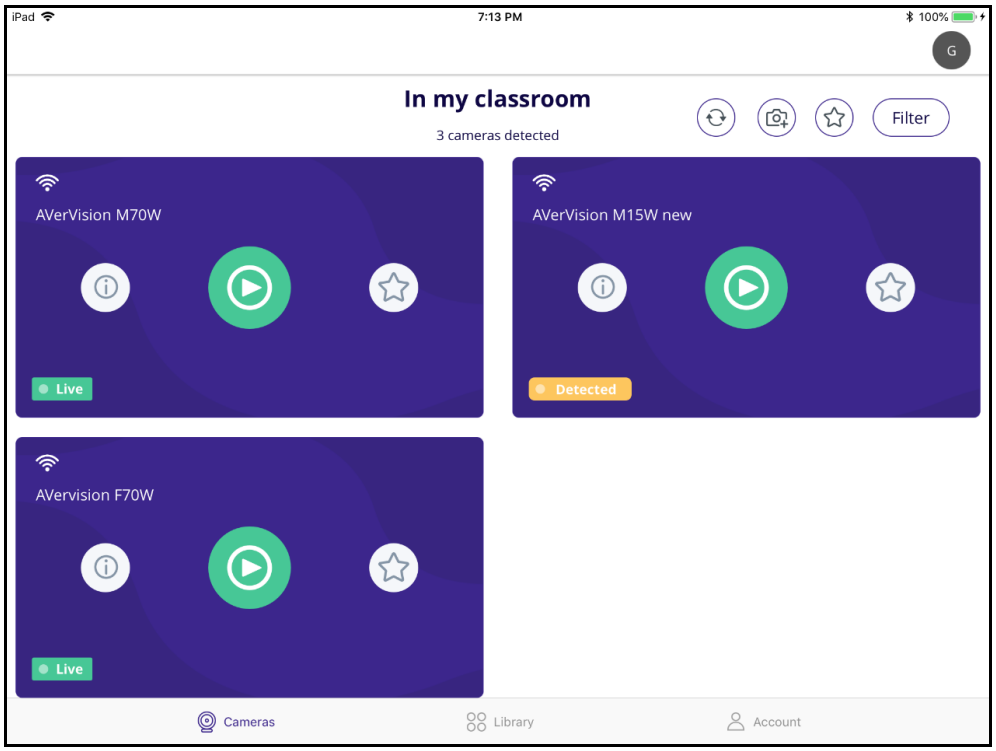
h) Application will show an alert to the user and inform to connect to the network which was selected in the previous step.



i) Tap “Ok” button and user will be navigated to iPad settings page, where user can select Wi-Fi settings and can select preferred network.

j) Open AVerTouch application and go to Camera tab, you should see the newly added camera into the application.

k) That’s all. You are all set to use the camera.



4.1.3 Onboarding Wireless Document Camera by P2P Connection (Windows only)

Follow below steps to connect a Wireless document camera to a computer/Laptop by Wi-Fi dongle as a point-to-point connection for operating the camera.

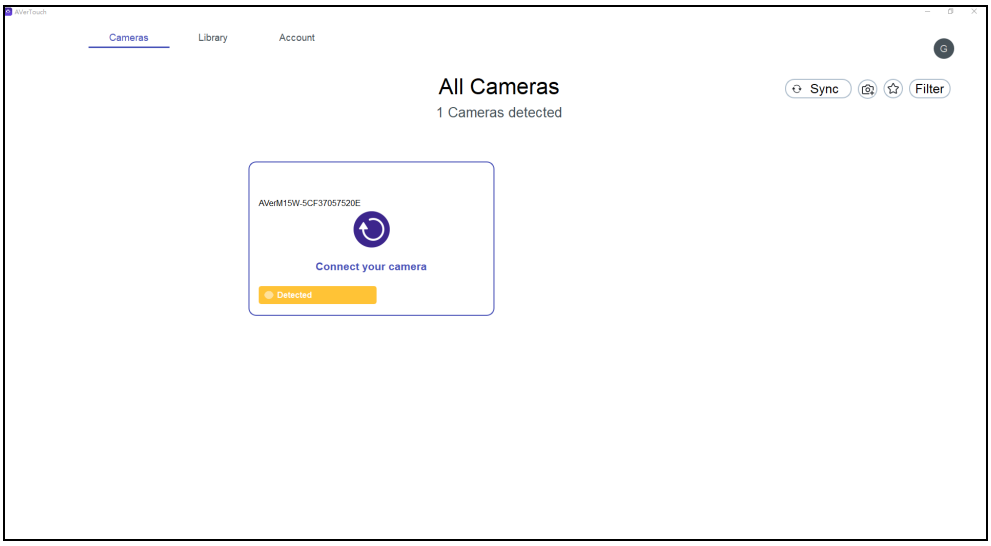
a) Plug in the Wi-Fi dongle to your computer or laptop. The Wi-Fi dongle is included in package when you purchase Wireless document camera.

b) Open AVerTouch application and you will find the selected camera under Camera Tab.

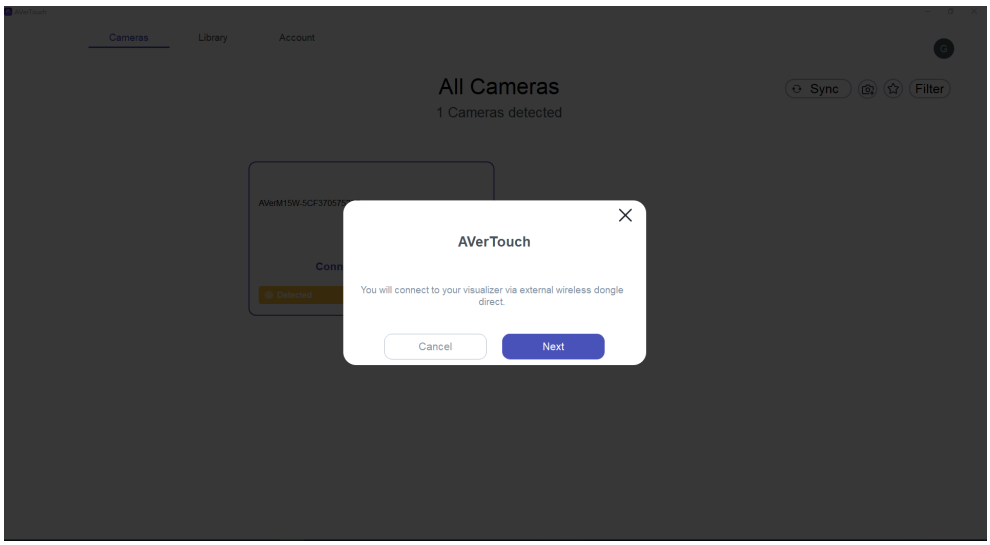
[Note]

- Check serial number at bottom of the camera to find your camera.
- The P2P connection only support on Windows platform.

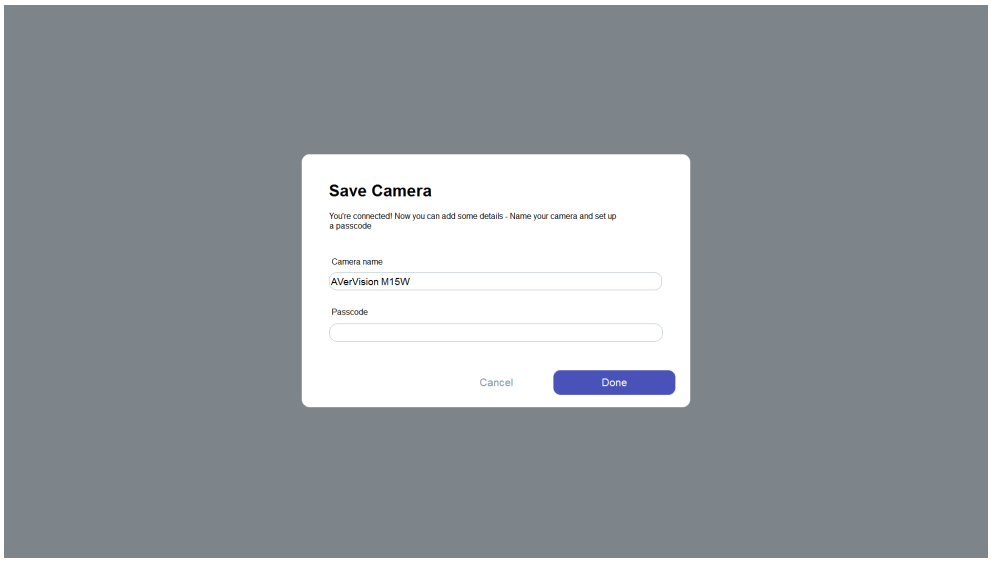
c) Click  button to connect the camera.



d) A message dialog will pop up and click **Next** to continue.



e) Application will show a pop-up for Camera name & passcode entry. After entering the camera name and passcode, click **Done** to continue.



f) Once the user clicks **Done**, application will try to connect the camera. It takes about 60 seconds to complete connection.



g) When connecting is successful, you should see the live view of the camera. Select “X” to exit the live view page.

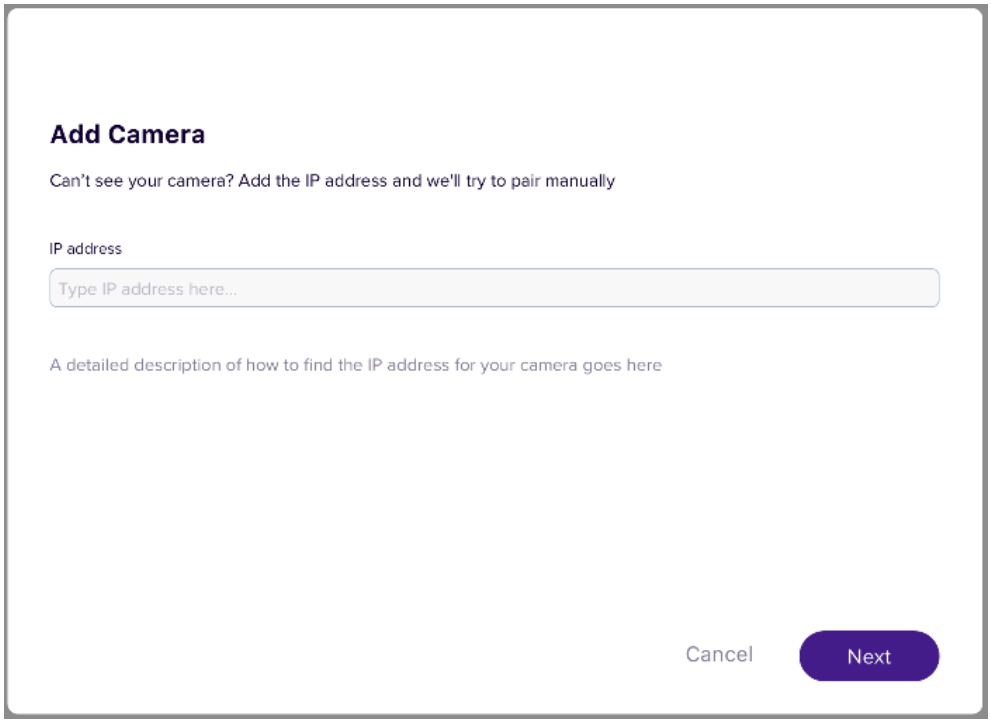


4.2 Add Camera by IP

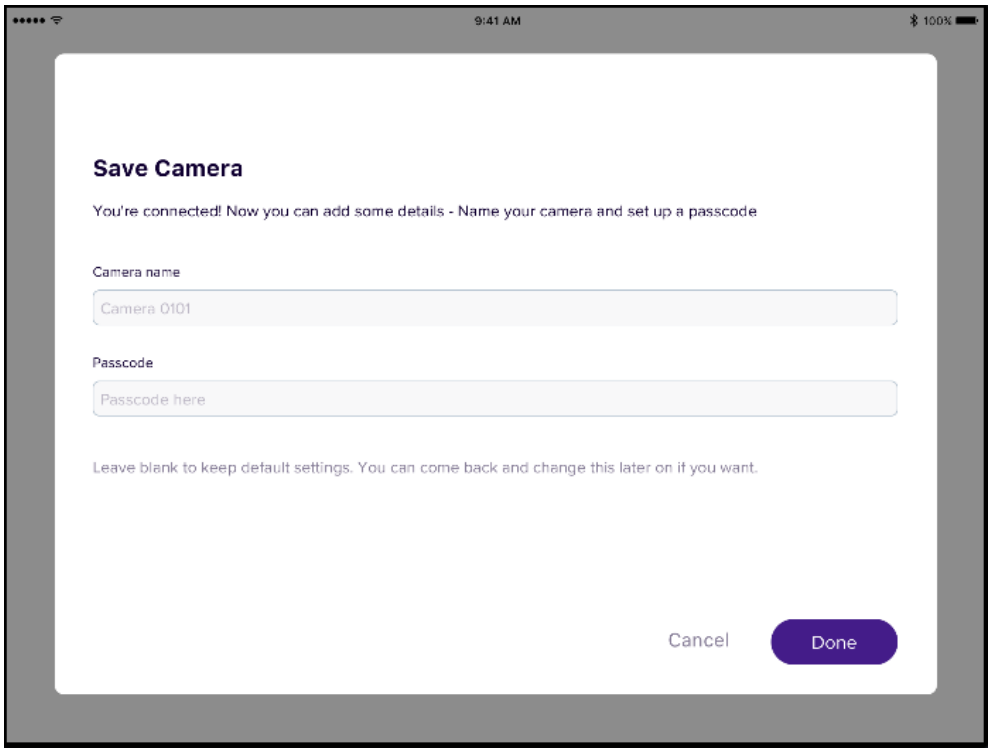
You can onboard a camera using the IP address of the camera as well. Sometimes, due to some unknown reasons document camera never gets detected into the application. In such cases, you can go for “Add Camera by IP” option.

For this to work, you should know the IP address of the camera beforehand either by connection camera to HDMI monitor.

a. Enter the IP address of the camera and click **Next**.



b. Application attempts to connect the camera using given IP address.



If camera connection is successful, then user will see save camera screen as shown above. User should save camera details such as camera name and passcode and click on **Done** button.

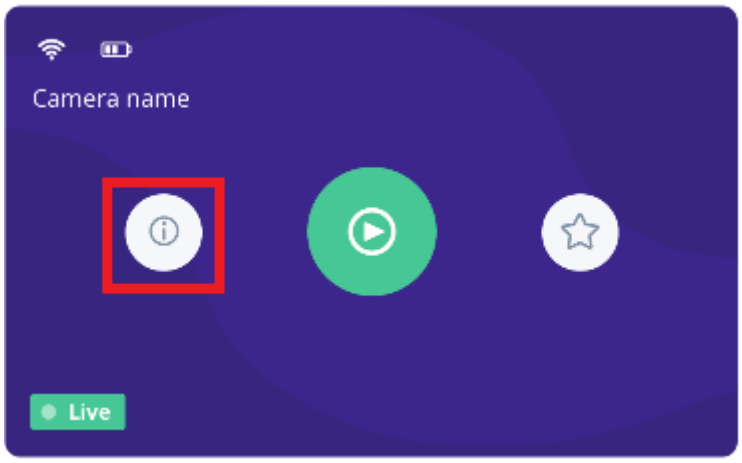
c. If the camera connection is failed, then error message "**Invalid IP Address"** will be displayed to the user.

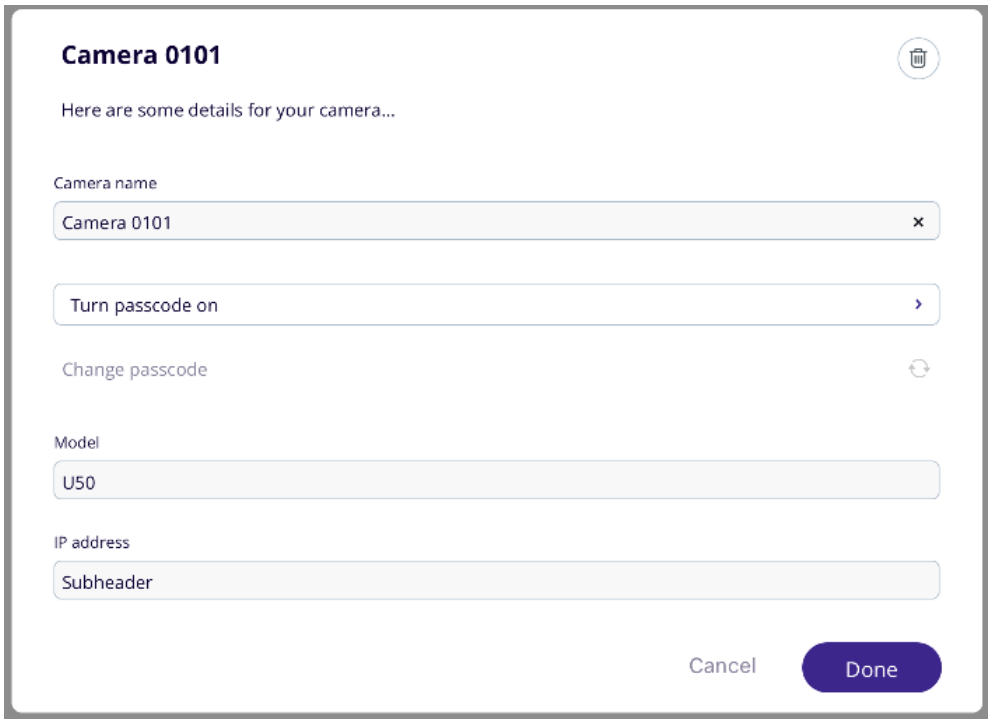
4.3 Camera Discovery

Camera discovery is continuously happening in the background while you are in Camera Page. If you want to initiate camera discovery yourself, click "SYNC" icon which will trigger a fresh discovery.

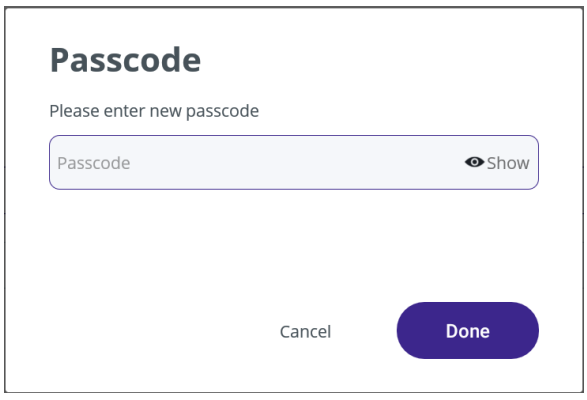
4.4 Camera Info

Each camera has information such as – Camera Name, Passcode, Change Passcode, Model, IP Address, Current Wi-Fi SSID, Location (Editable field as per user convenience), Serial Number (Editable field as per user convenience), MAC Address and Firmware version. Click on the Info button on camera card.





On click of "**Change passcode**" option, you will be presented with a pop-up dialog to enter the new passcode as shown below.



You can enter new passcode for the camera in the passcode field and click **Done** to set the new passcode. If app session is active, app won't ask for passcode again. However, if you kill or exit the application and try to open the camera, you need to enter the passcode for the camera.

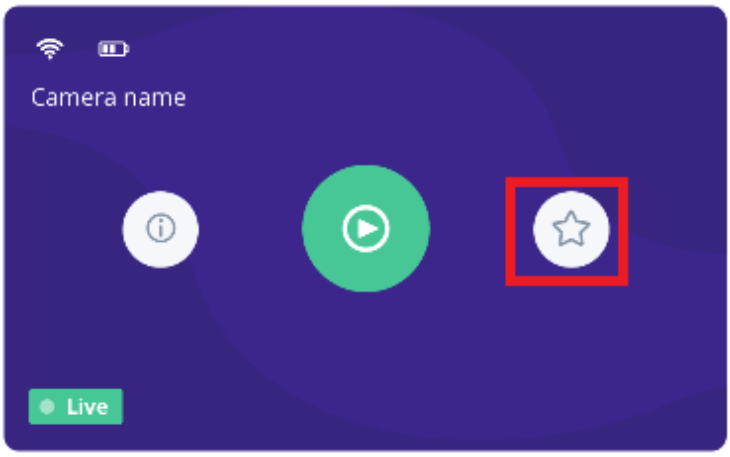
4.5 Delete Camera

Camera can be deleted from Camera Info screen. A delete button at top-right corner of Camera Info screen can be used to delete a camera.

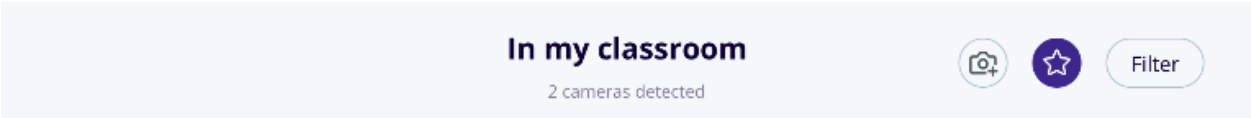


4.6 Favorite Camera

In order to make a camera as Favorite camera, you can click STAR button on camera card.

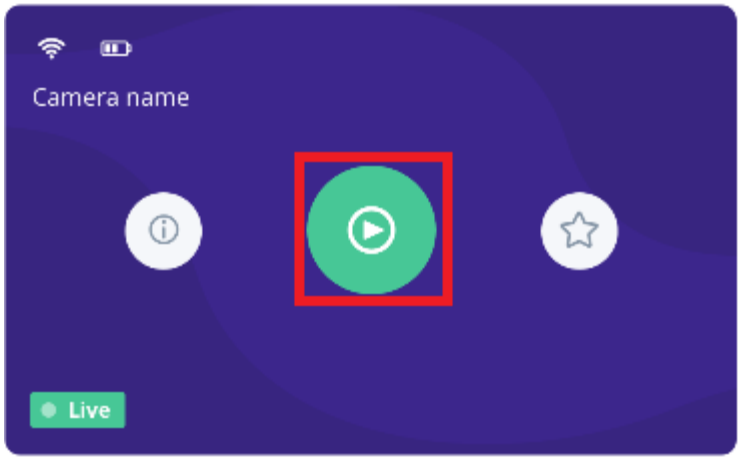


You will find all your Favorite cameras when you click  on camera screen below.



4.7 Camera Streaming View

You can see the streaming view from camera if you click on the Play button on camera card.



You can distinguish a camera as Wi-Fi camera or USB camera by looking at the top left icon present on the camera card. Wi-Fi camera will have Wi-Fi icon and USB camera will show a USB icon.

Camera streaming view will show live view from camera:

a. Click CLOSE button to come out of streaming view.

b. Click SETTING button to open Settings menu.

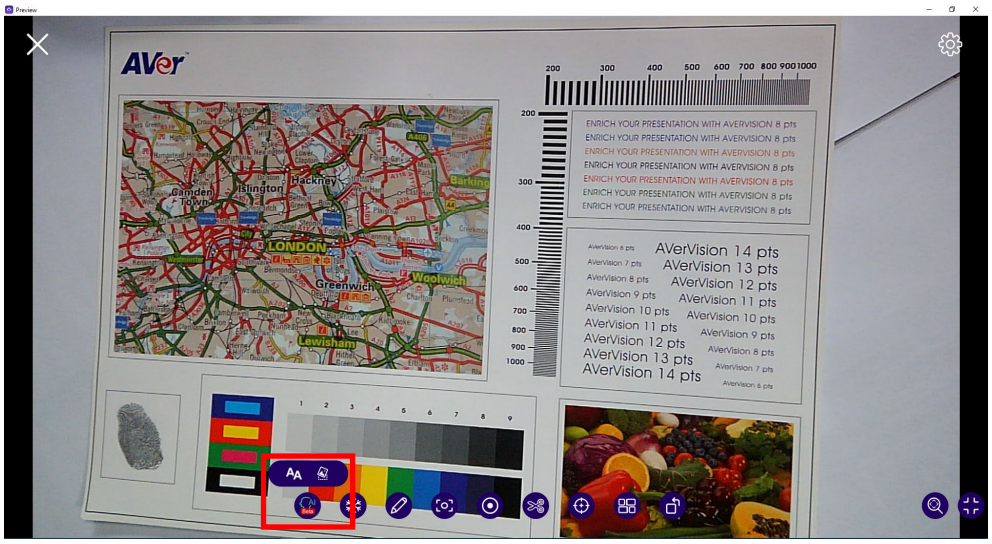
c. TOOLBAR at the bottom with variety of options.



4.8 Toolbar in Camera Streaming

When camera is streaming in full screen, user can access following features:

i. User can click “AI functions” icon to select Super Resolution or Curve-Flatten functions.

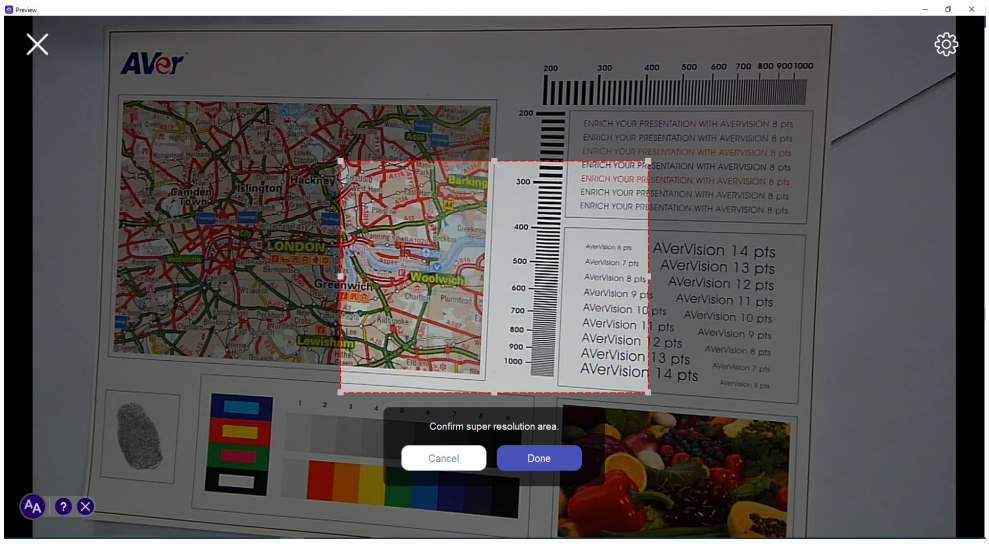


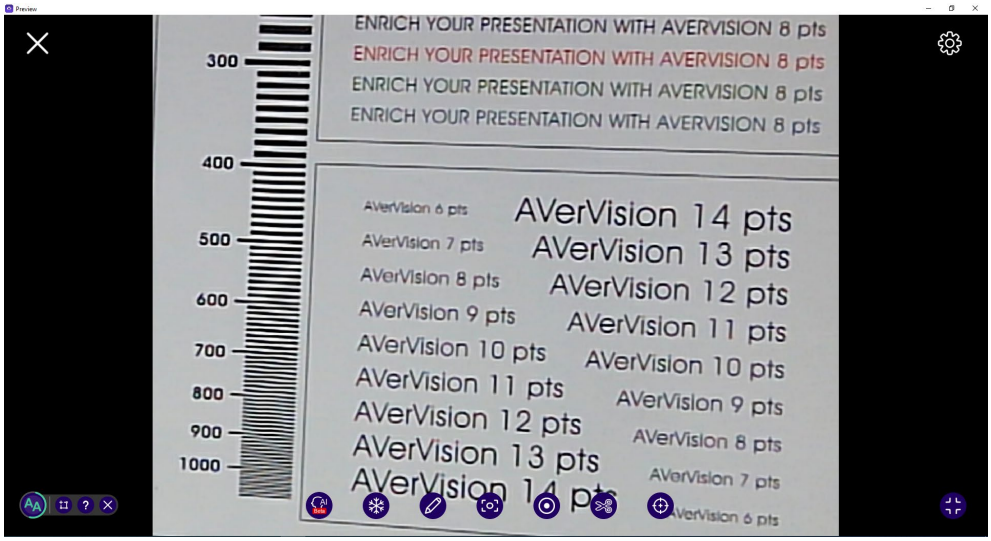
Super Resolution (BETA): This mode is helpful to reduce noise and strengthen the sharpness of words.

a) Select Super Resolution mode.



Adjust super resolution area and click **Done** button to confirm.

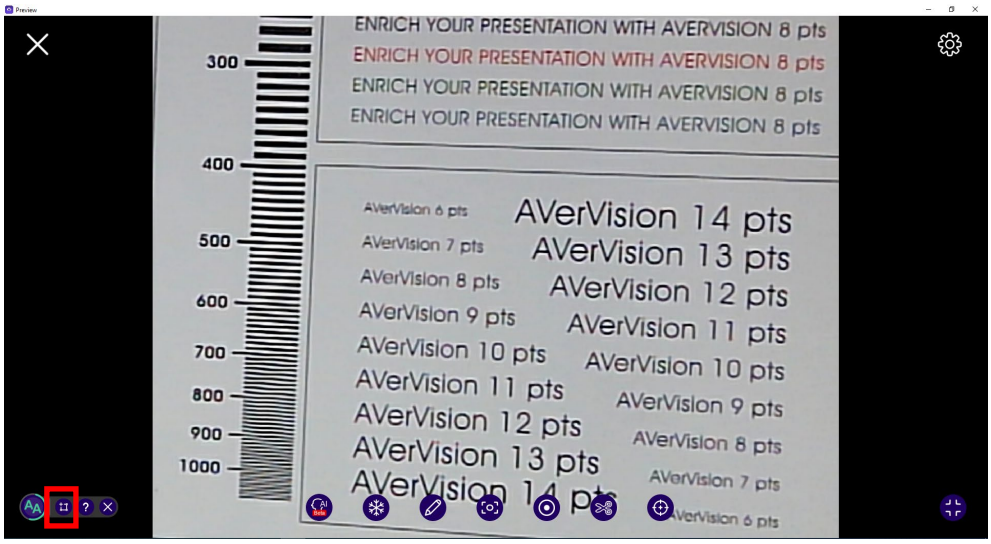


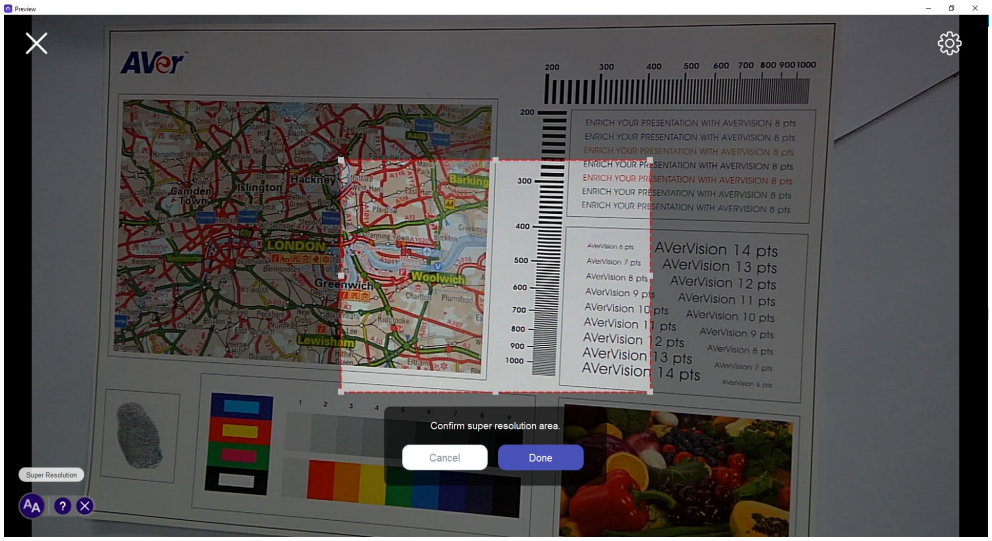


The running ring of Super Resolution icon indicates it is functioning normally. If the ring stops running, it indicates that Super Resolution has temporarily stopped.

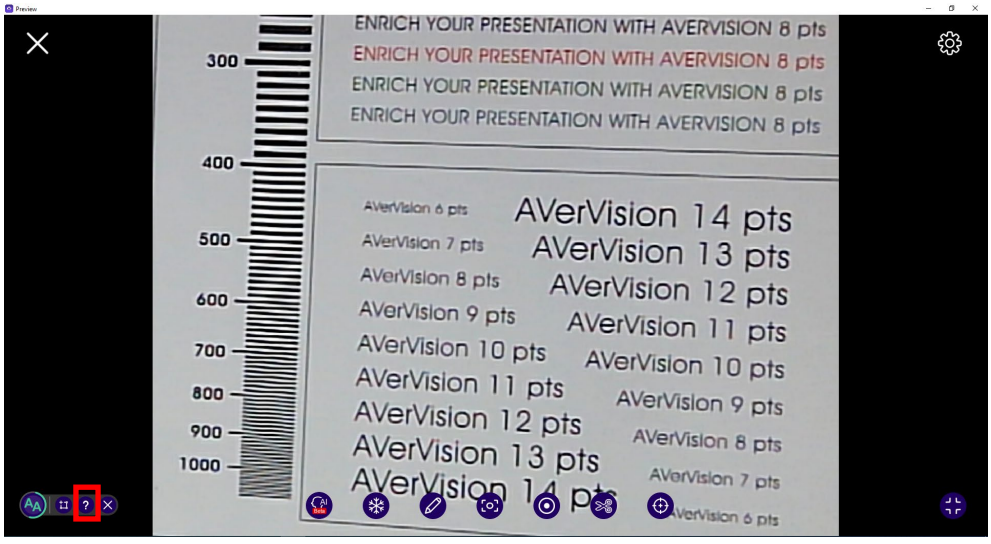
[Note]
Under Super Resolution mode, the following functions are disabled: Split mode, Pan, Zoom, and Rotate.

b) To reselect super resolution frame area, please click “Area select” button.

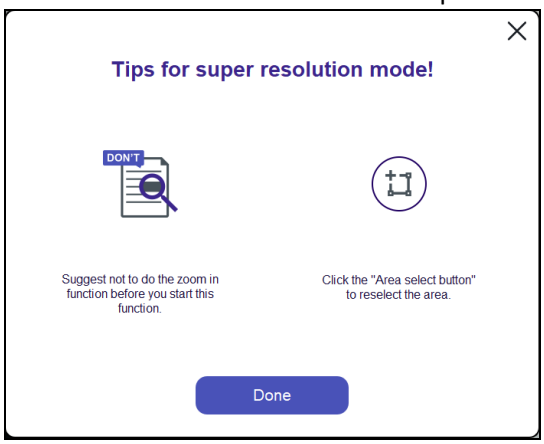




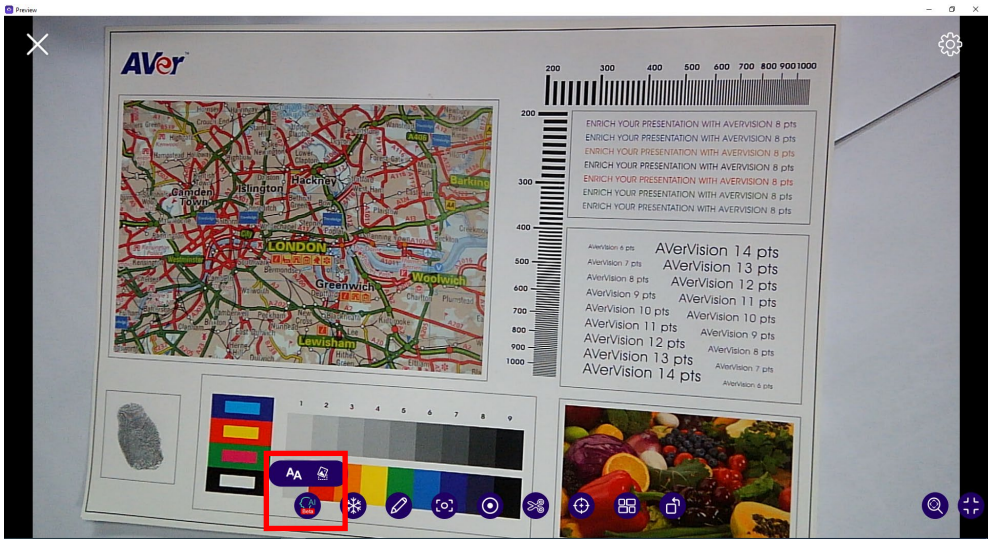
c) To check the tips for Super Resolution mode, click Question icon.

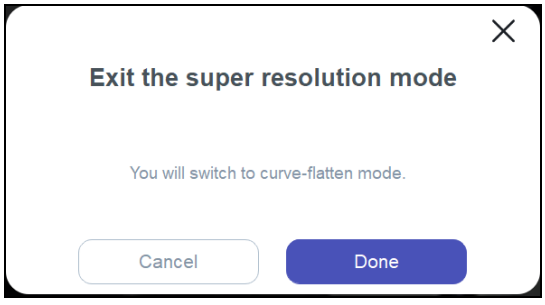


Click X button or Done to close the tips.

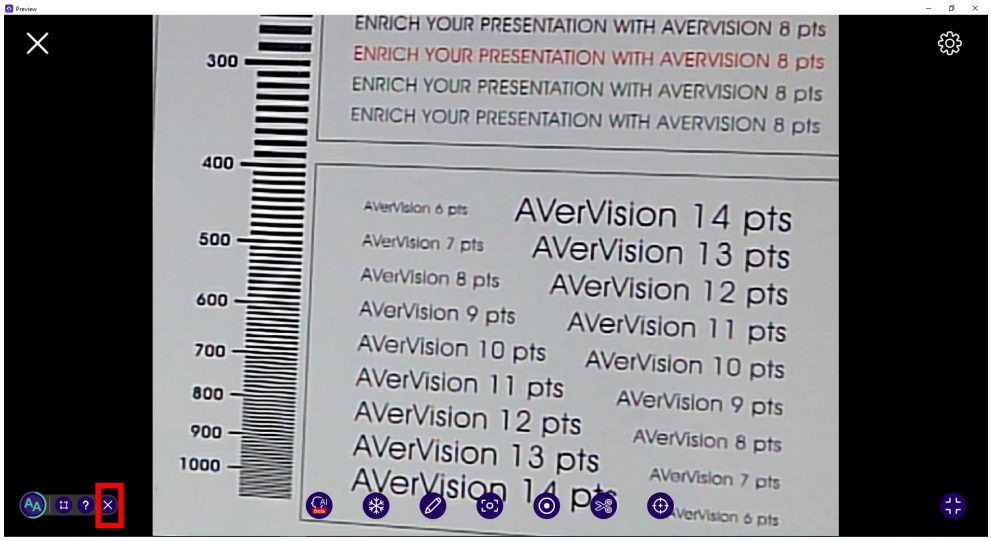


d) To switch from Super Resolution to Curve-Flatten mode, a message will appear for confirmation.

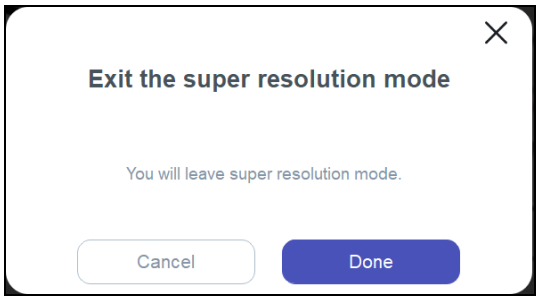




e) To exit Super Resolution mode, click Exit button.



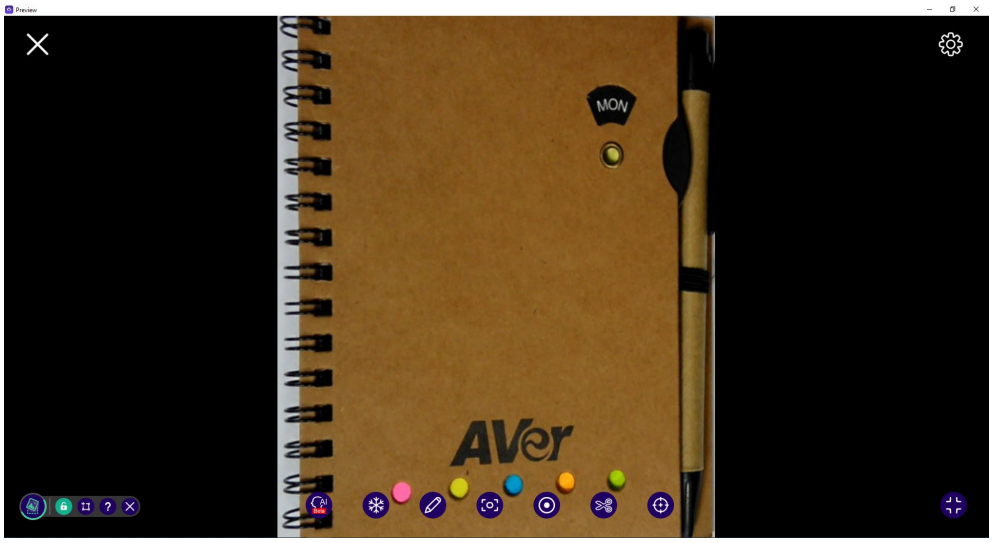
A message will appear for confirmation.



Curve-Flatten (BETA): This mode can help the user save the time to manually place the object.

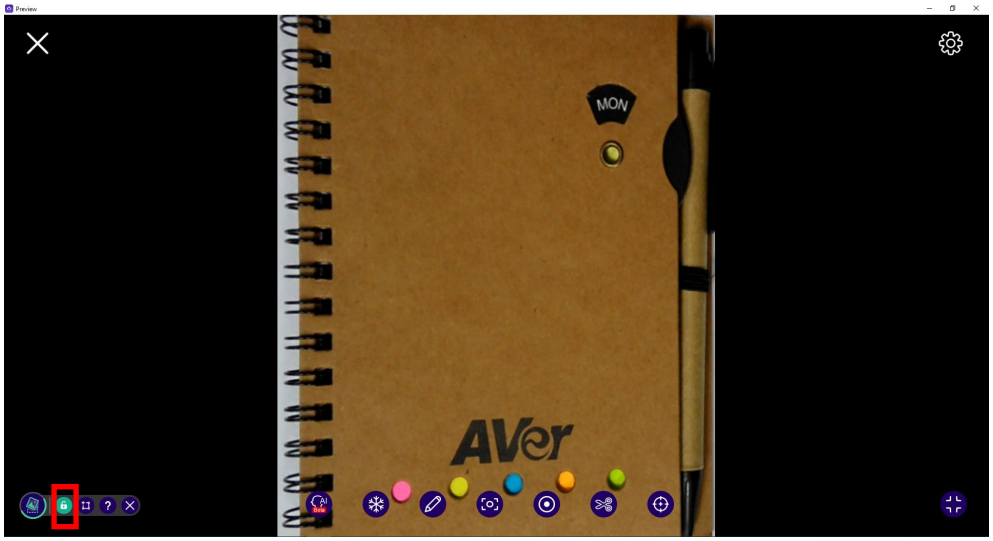
a) Select **Curve-Flatten** button to automatically reposition the image.



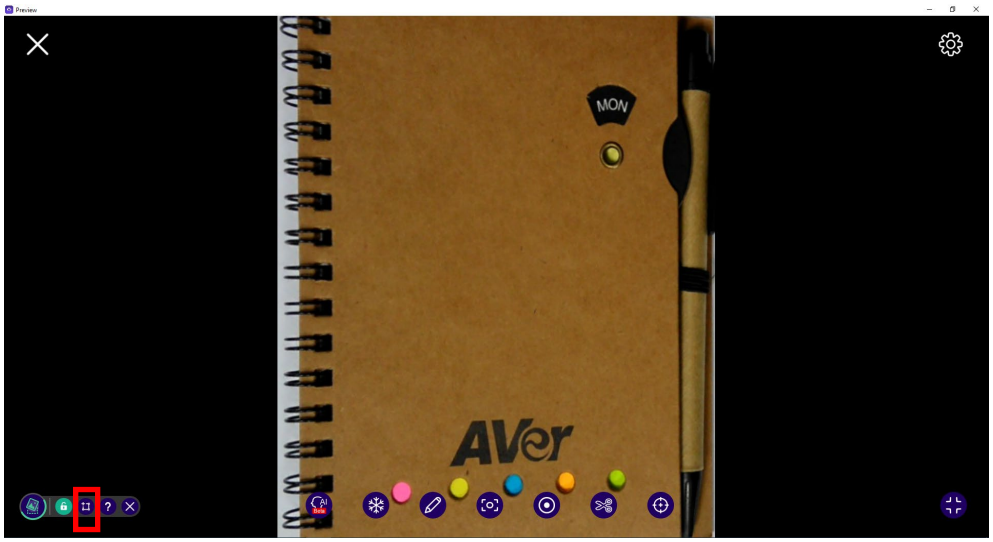


[Note] Under Curve-Flatten mode, the following functions are disabled: Split mode, Pan, Zoom, and Rotate.

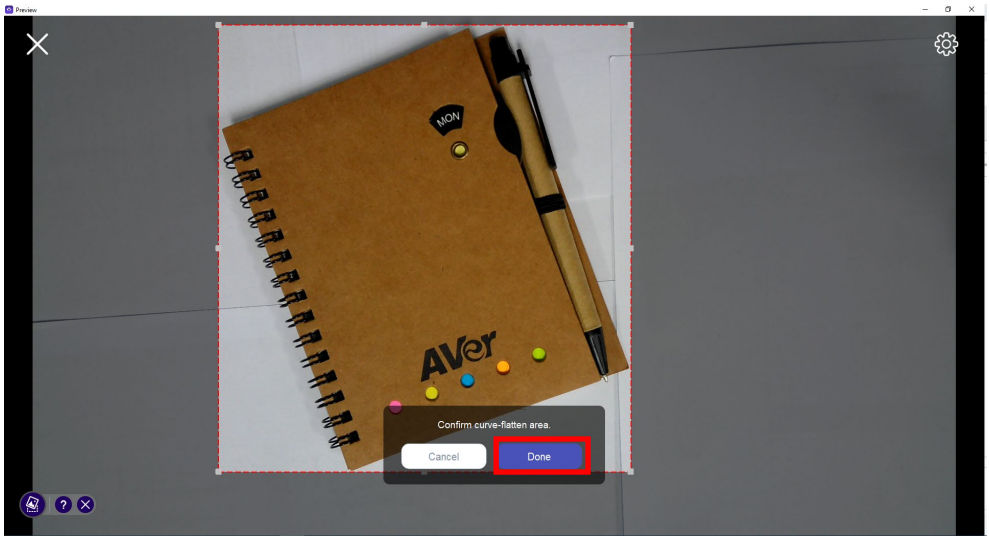
b) If the image keeps rotating under Curve-Flatten mode, please click **Lock Curve-Flatten** button to temporarily lock the function area.



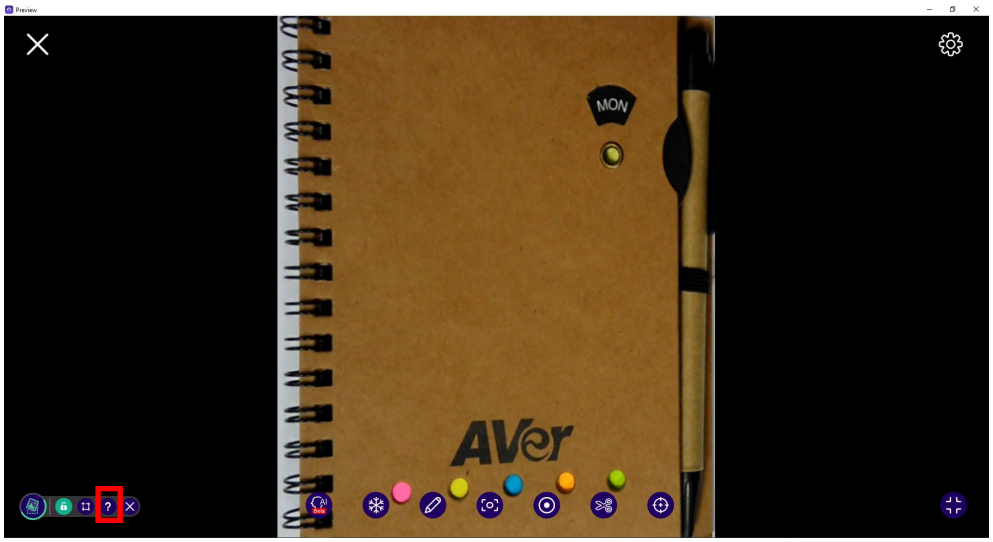
c) To reselect Curve-Flatten frame area, please click “Area select” button.



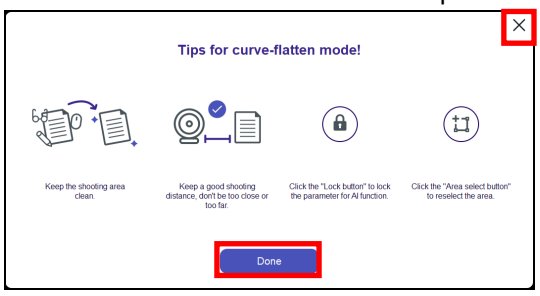
Adjust the area to frame whole object and click Done.



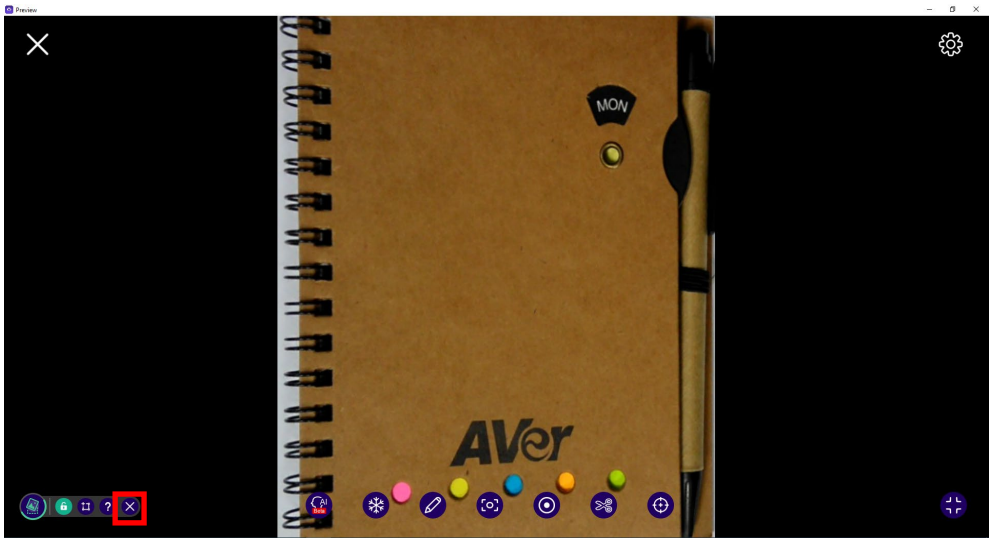
d) To check the tips for Curve-Flatten mode, click Question icon.



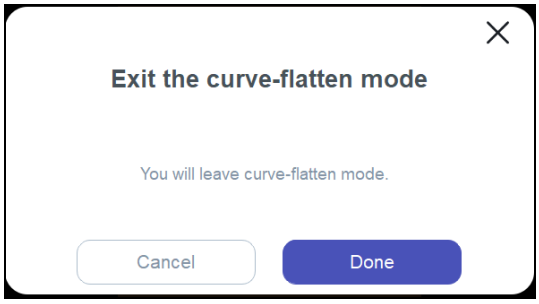
Click X button or Done to close the tips.



e) To exit curve-flatten function, click Exit button.



A message will appear for confirmation.

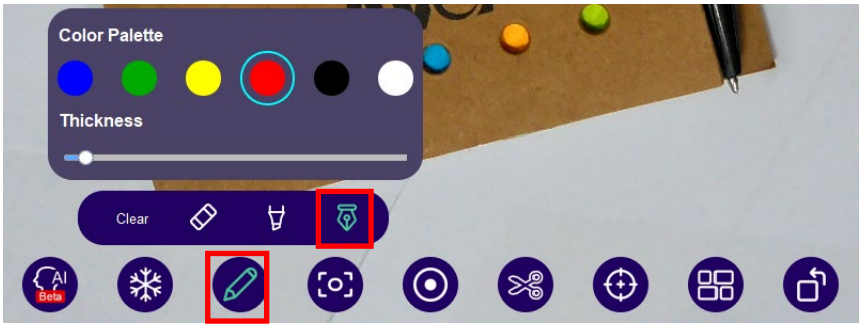


ii. User can **Freeze** the streaming.



iii. While using **Annotation** user will be able to:

a) Use **Pen** to draw on canvas with different colors from **Color Palette** and user can also select **thickness** of **Pen**.



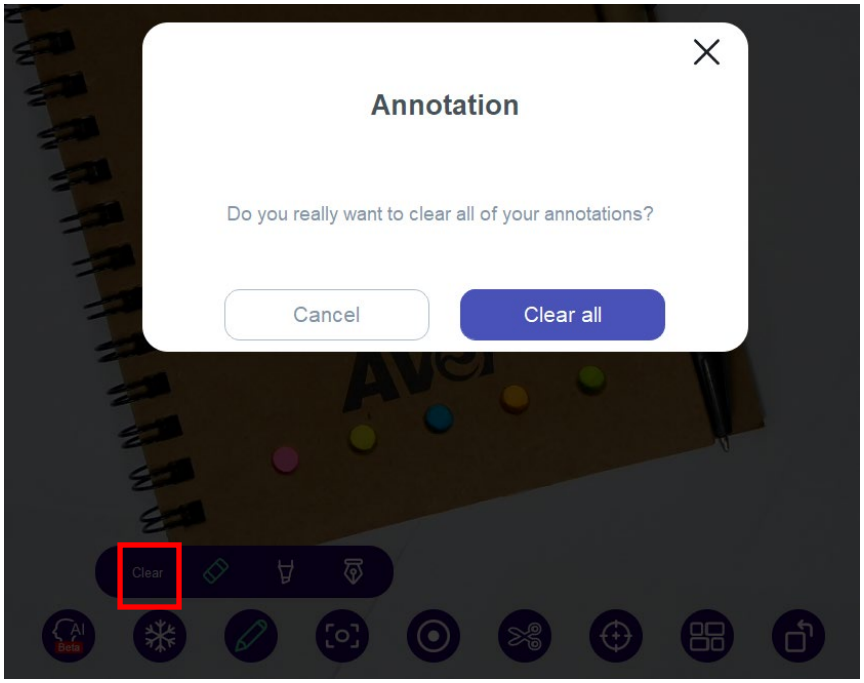
b) Using **Highlighter** user can draw on canvas with different colors from **Color Palette** and user can also select **thickness** as well as **Opacity** of **Pen**.



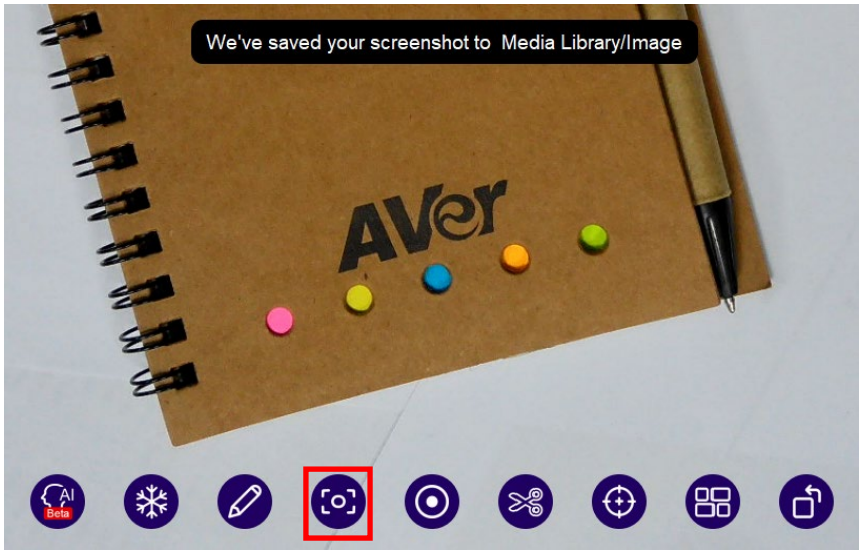
c) User can select the **Eraser** and undo the annotations one by one.



d) User can erase complete annotations using **Clear** button.



iv. To take screenshots, user should select **Screenshot** button.

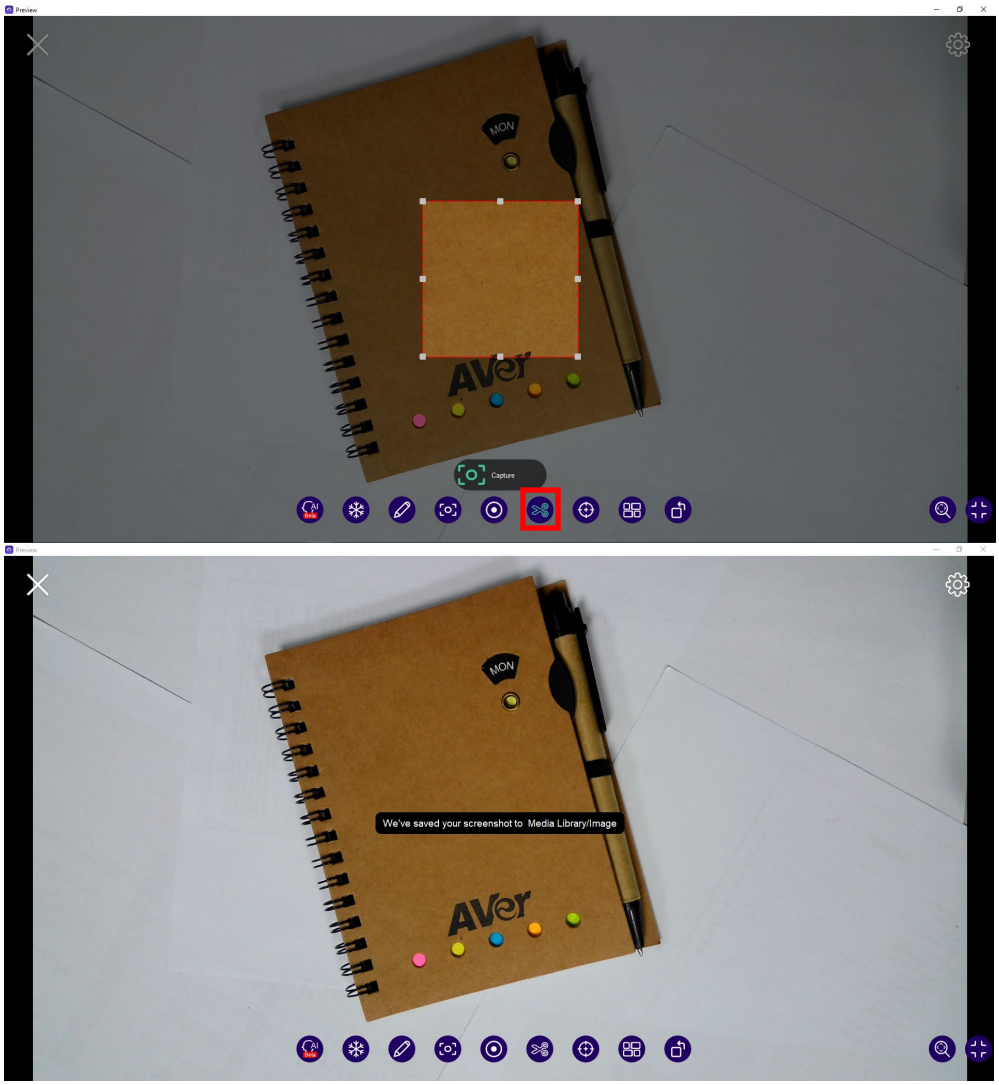


v. User can **Record** streaming by giving permission.





vi. User can use **Snipping** button to capture part of canvas.



vii. User can use Focus to automatically or manually focus.



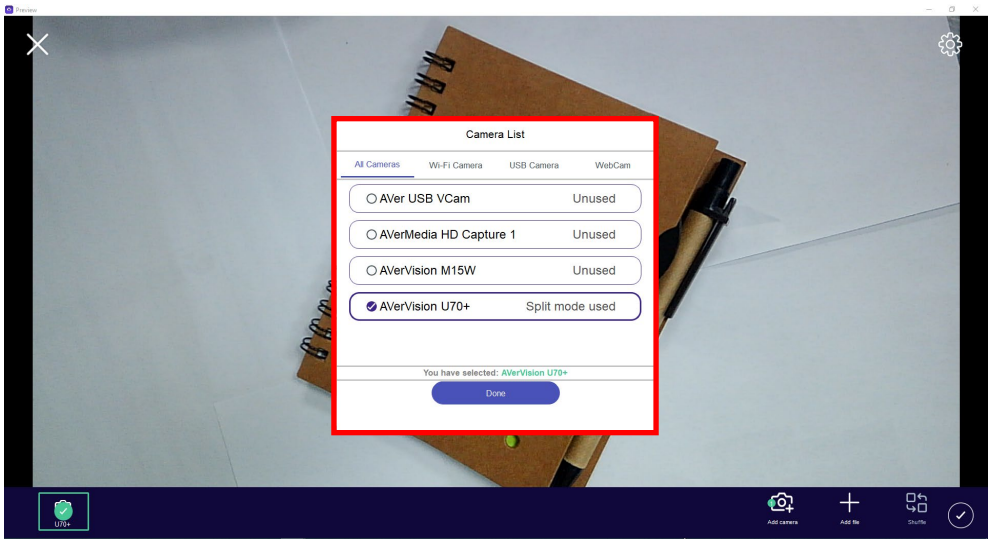
viii. When user selects **Split screen** button (max. 4 screens), the list will appear at the bottom of screen either empty or with favorite files selected in default drive. User can control cameras and files separately (Rotate/Zoom-in/Zoom-out/Full screen).



a) Use can add more AVer DocCam/Web cameras (max. 2 cameras out of 4 screens) by clicking **Add camera** button.



Select the desired camera from the camera list and click Done.

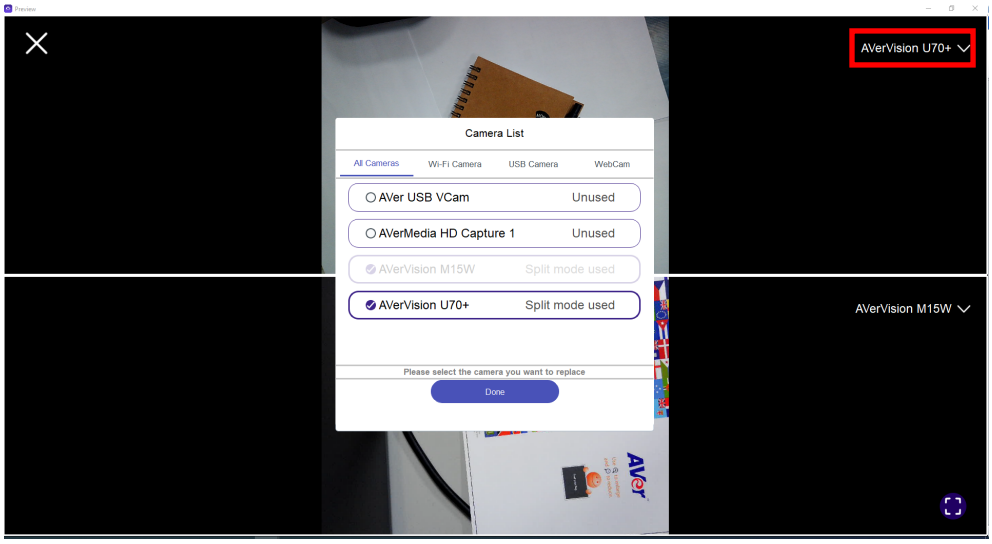


Select the second camera.

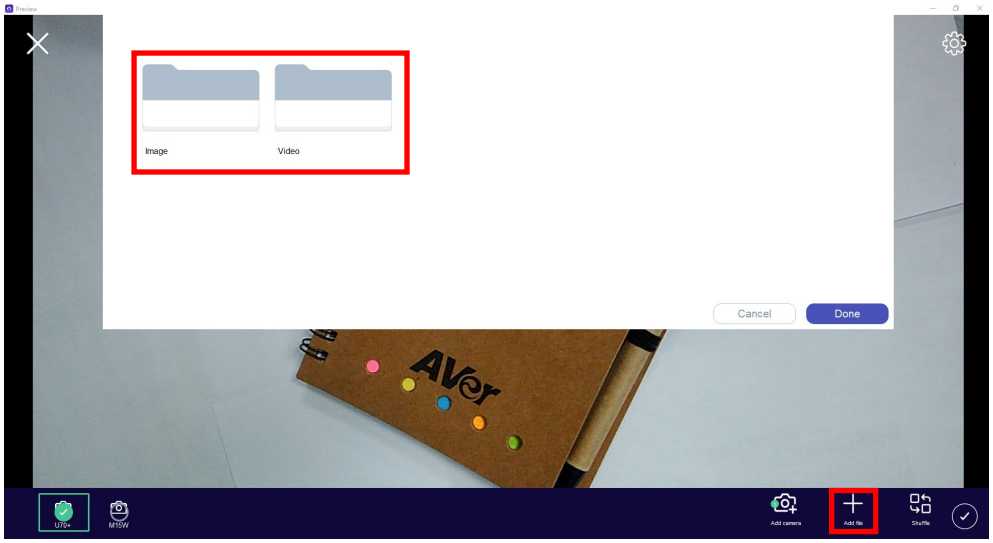




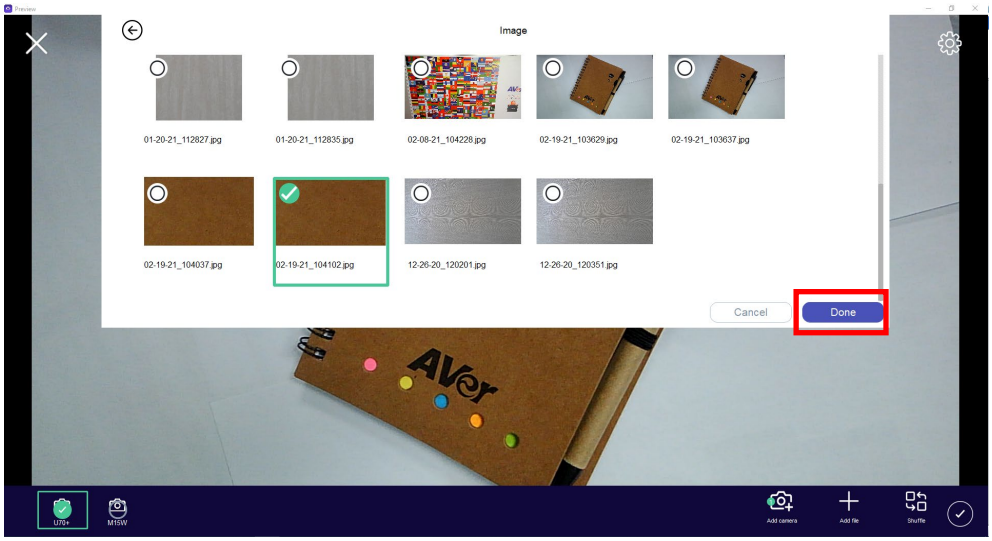
To reselect a camera, user can click camera name to open the camera list to select the camera he wants to replace. Click Done to confirm.

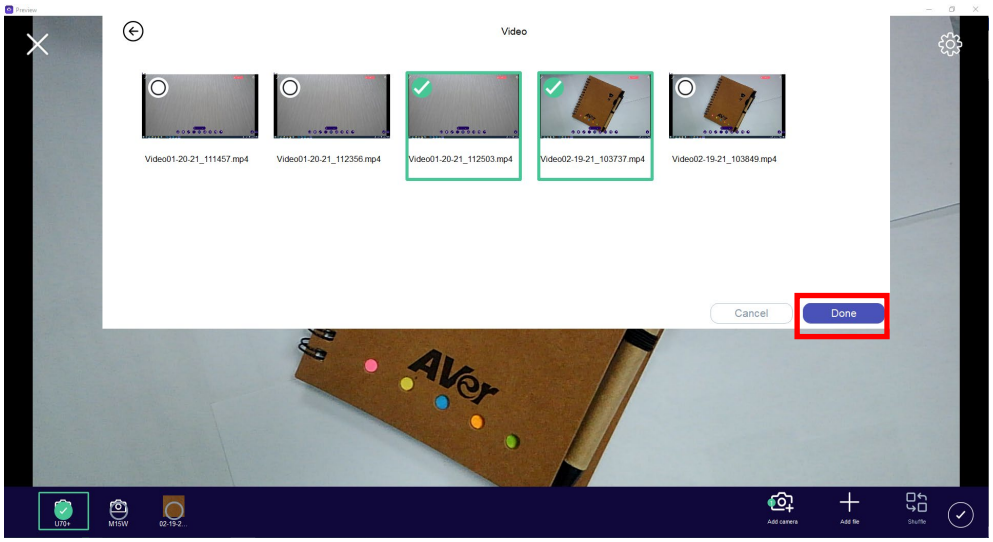


b) User can add more files (image or video) by clicking **Add file** button to reflect into bottom list. Click Image or Video to open the file.

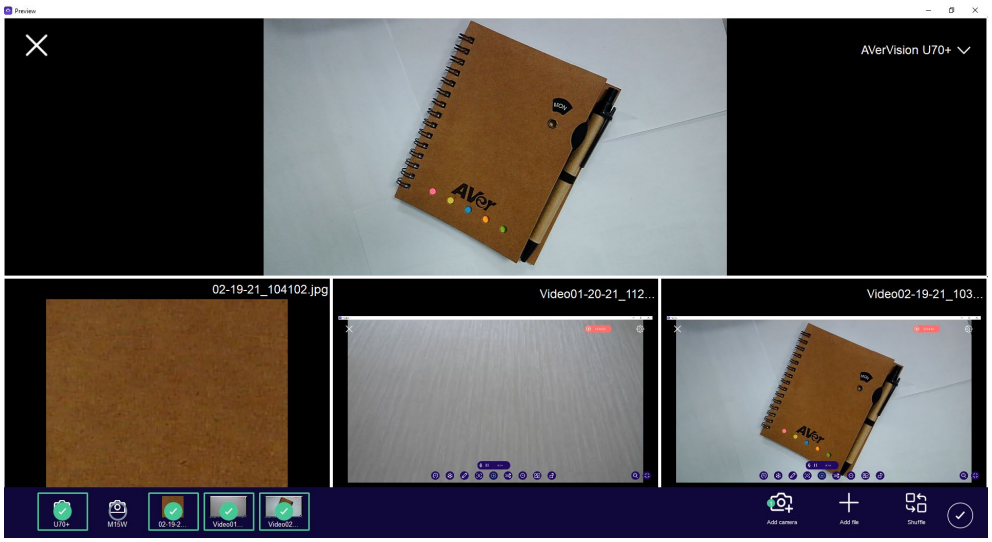


Select images or videos to add into the bottom list and click Done.

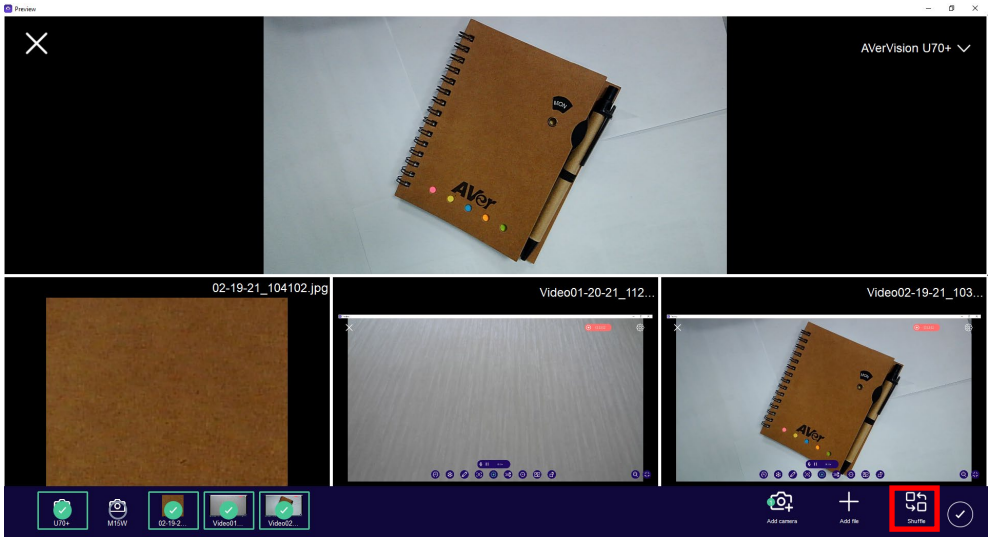


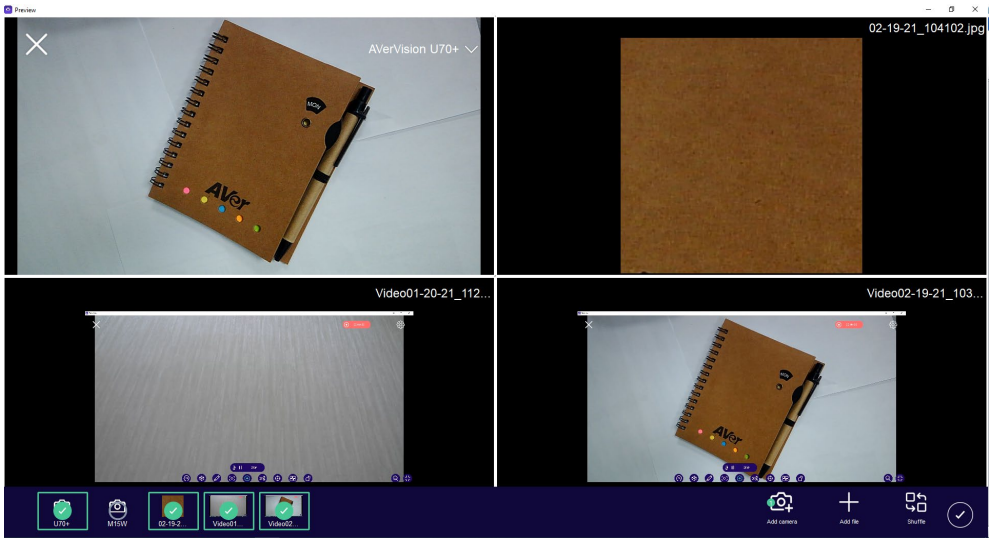


Up to four screens can be selected.

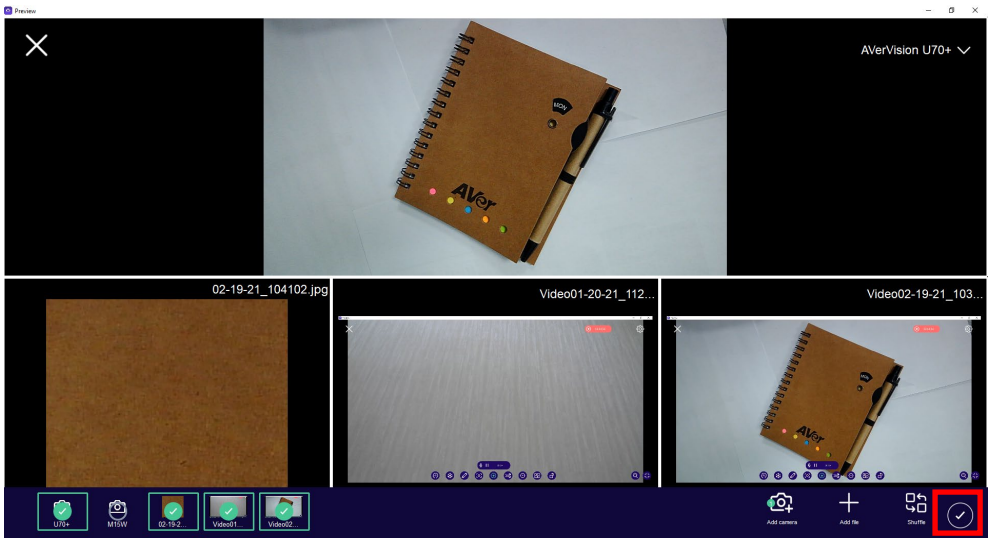


c) User can shuffle the files by clicking **Shuffle** button as well.



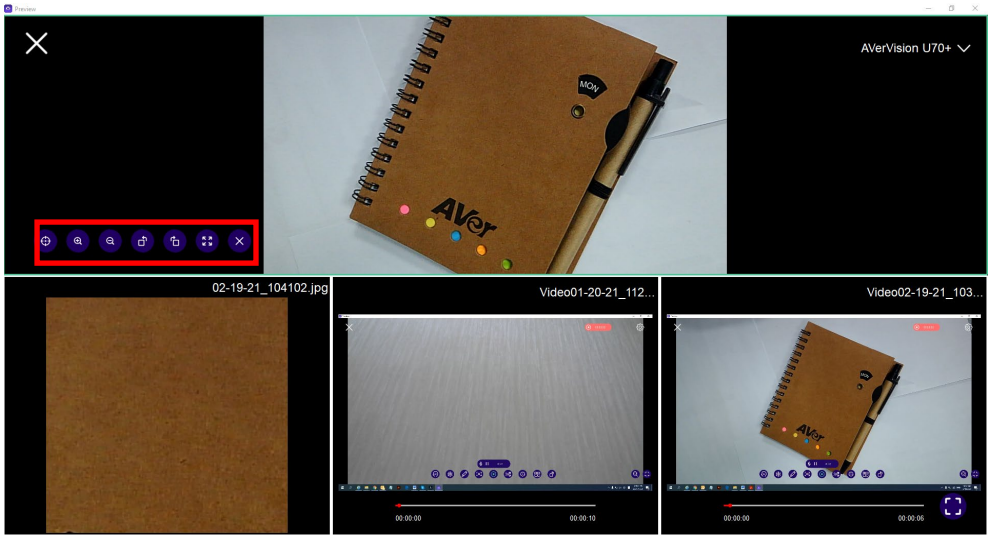


d) Click **Apply** button to confirm the selections.

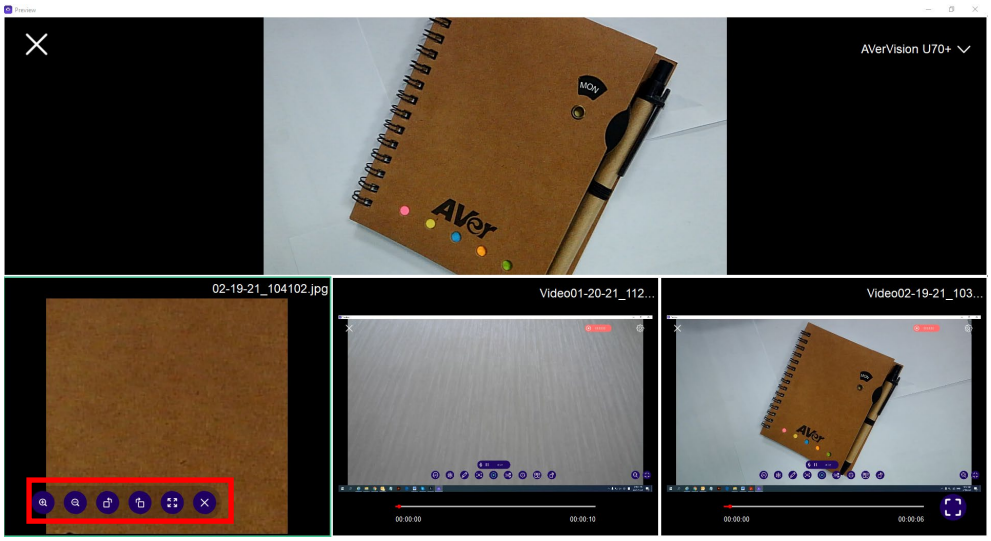


User can click the screen to open its tool bar. The selected screen will be framed with green lines.

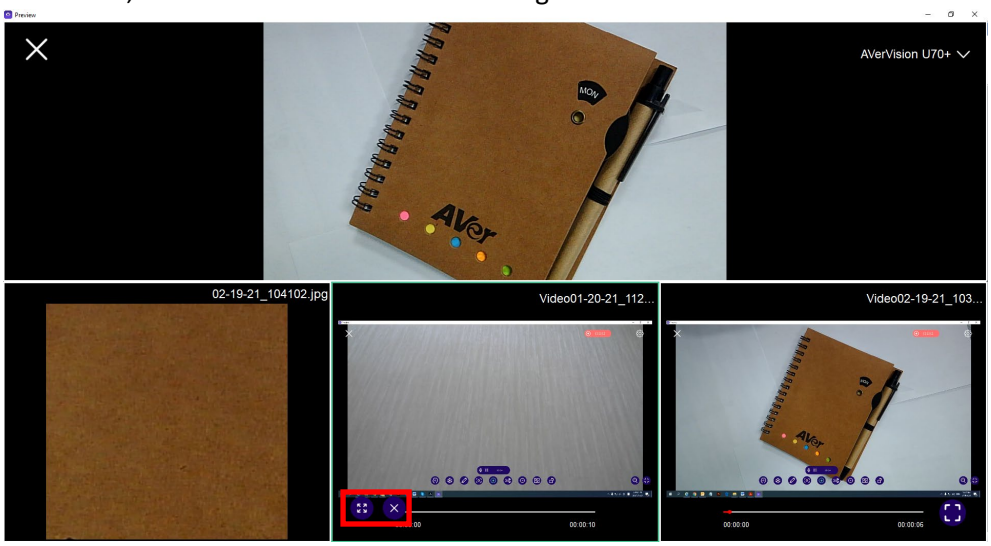
For cameras, user can use the tool bar to auto focus, zoom in/out, rotate, enlarge, and exit the screen.



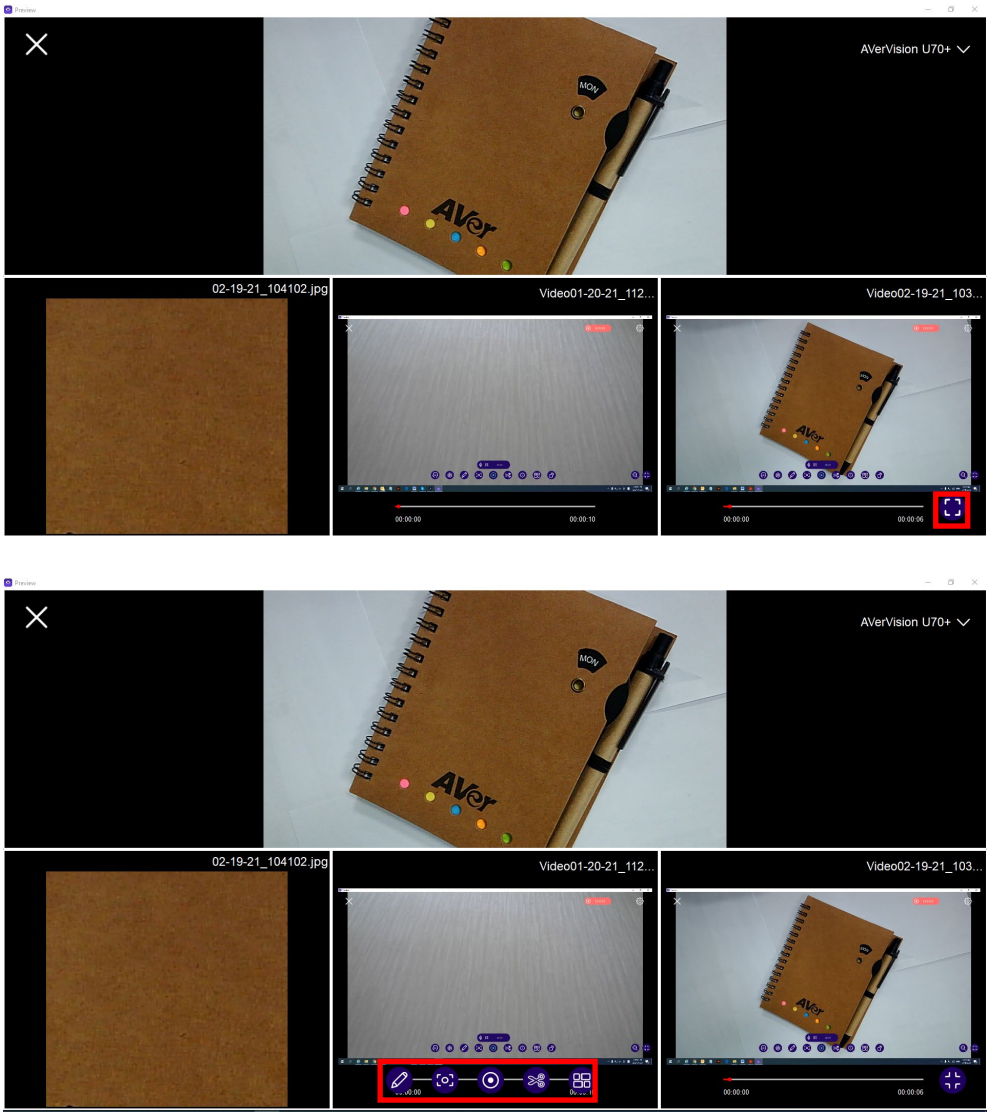
For images, user can use the tool bar to zoom in/out, rotate, enlarge, and exit the screen.



For videos, user can use the tool bar to enlarge and exit the screen.



User can click the Show/Hide Toolbar icon to open/hide the tool bar to use annotation, take a screenshot, record, snip, and shuffle the screens.

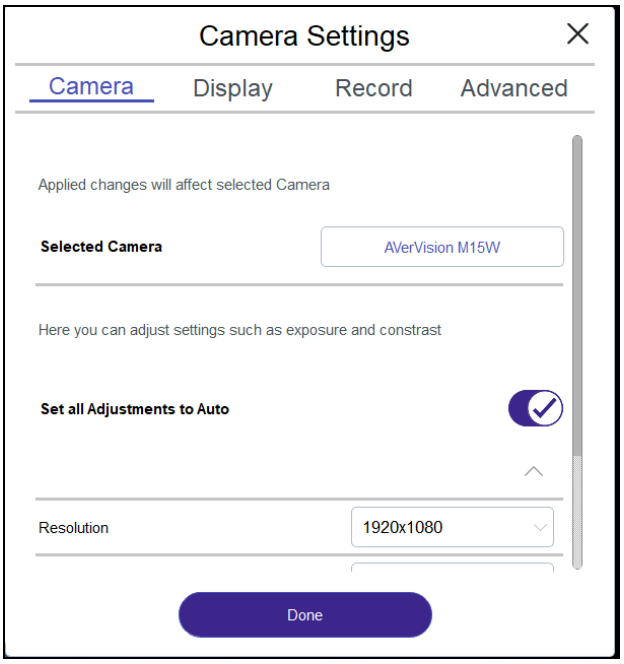


4.9 Camera Settings

To control camera using various commands, you need to access **Camera Settings** from camera streaming view.

Click settings icon  present in top right corner of camera streaming page to open **Camera Settings** dialog.

In **Camera** page of settings, you will find option to control various camera parameters – Brightness, Contrast, Exposure, Resolution, Camera Mode and Frequency.



a) To change **Resolution,** select any resolution from dropdown list 

.

b) To turn on/off **Mirror** function, select the option from dropdown list 

.

c) To change **Camera Mode,** select any camera mode from dropdown list 

.

d) To change **Image Frequency,** select any image frequency from dropdown list.

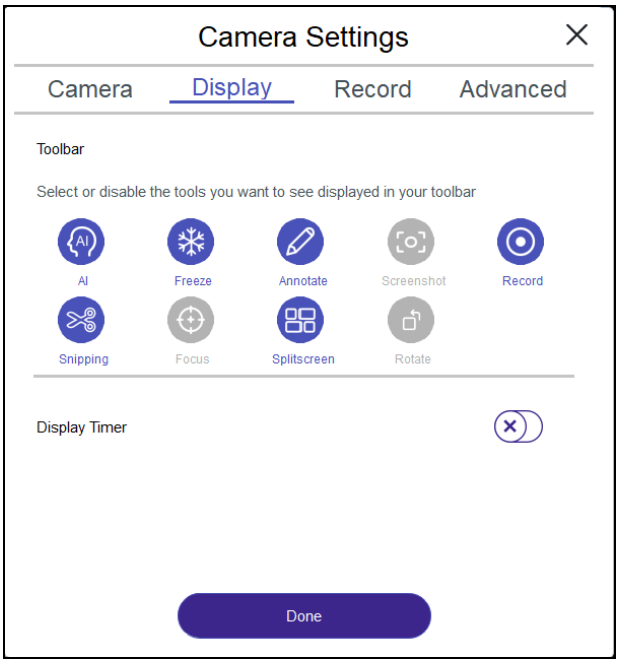
e) User can set all camera adjustments (Brightness, Contrast, and Exposure) either **Auto**  or **Manual**  **mode**.

f) To change Brightness, Contrast, and Exposure settings, user must switch to **Manual mode**  first. Then use SeekBar to increase or decrease brightness/contrast/exposure and apply the changes.

g) To close setting, click **Done** button.

In **Display** page of settings, you will find options to control toolbar display on the camera streaming view. If you want to have only few options on the streaming view, select only those toolbars in display settings.

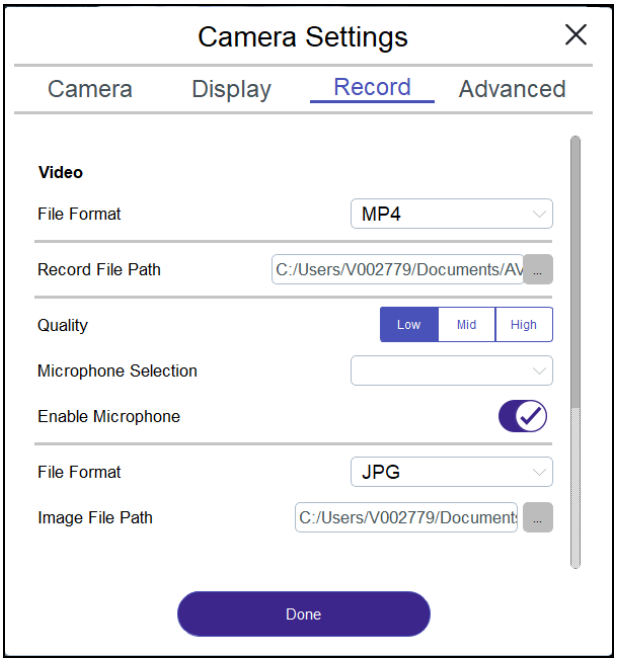
In screenshot below, you will see that “Screenshot”, “Focus” and “Rotate” are disabled so these toolbars will not appear on Camera streaming view page.



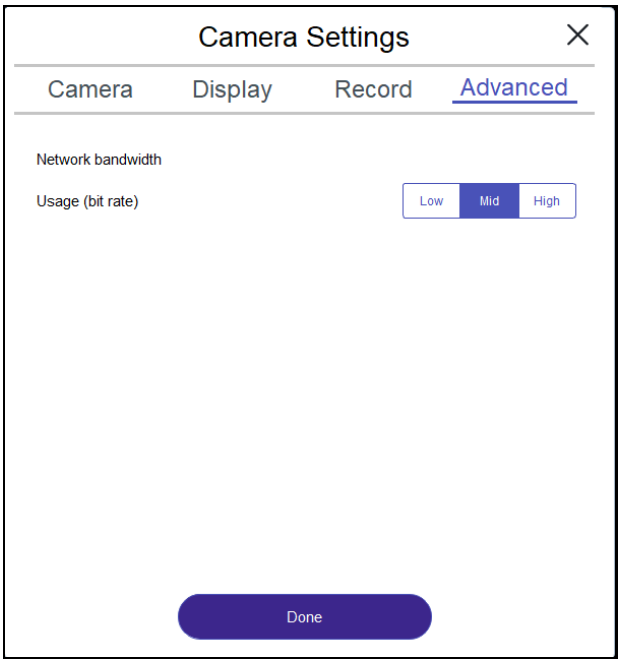
There is an option to enable/disable “Display Timer” on the Camera streaming page.

In **Record** page of Settings, you will find options to control video and image supported format options. Record location is fixed to Local drive. Quality can be changed to “Low”, “Mid” and “High”. Microphone selection is available only for Mac USB camera.

App does screen recording so the size of video (width x height) will not change and this will vary from device to device.



In **Advanced** page of Settings, you will find options to control Network bandwidth.

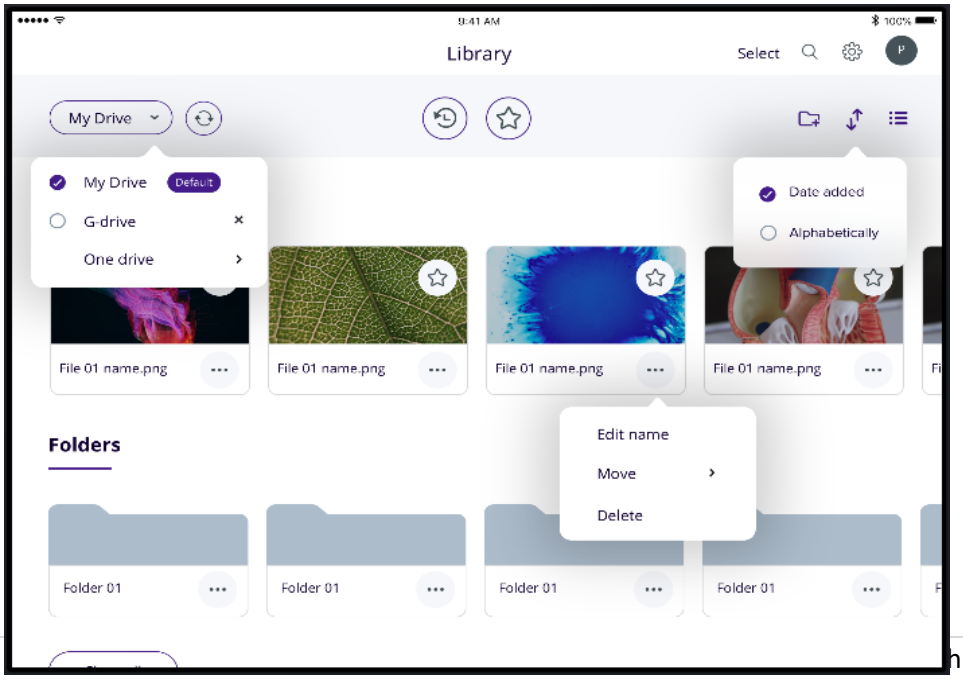


a) To change **Network Bandwidth Usage**, select any one bit rate from given options: **Low**, **Mid**, or **High**.

b) Click **Done** button to close Settings.

5 Library Page

Library is the place where all the media – Photos, Videos & PDF documents – is organized in one place.



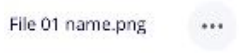
i. User can go for quick access of files and folders those were previously visited. 

ii. User can sort files and folders alphabetically as well as date added.

iii. **Library** view can be converted to **List View** as well as **Grid View** using .

iv. User can tap on present on top-right corner of image thumbnails to make any file and folder as Favorite in Local drive.

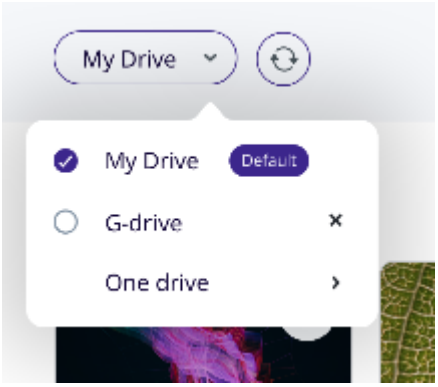
v. User can view **Favorite** files and folders under .

vi. 

On tap of 3 dot icon, you will see options to delete, rename & move a file.

5.1 Drive Selection

In Library screen, you can click on drop down to bring out Drive selection pop-up as shown below,



You will find options for

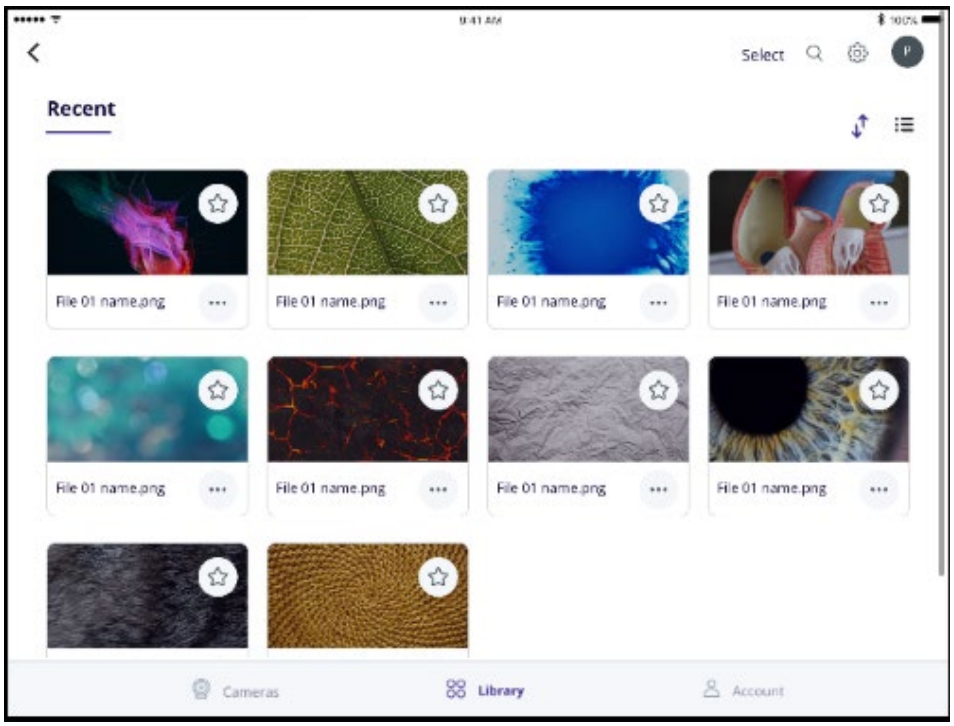
- My Drive (Device Local filesystem),
- G-Drive (Google Drive),
- One Drive (Microsoft Drive, for iOS/Android only)

If any of the cloud drive is selected, for example – G-drive or One drive, then respective Login page will open. Up on successful sign-in the data from cloud drive will be loaded into the library page.

5.2 Recent Section

In Library screen, there is a **Recent** icon sitting left to **Favorite** icon as highlighted .

Click **Recent** icon to show you all the recent files accessed over past 7 days.



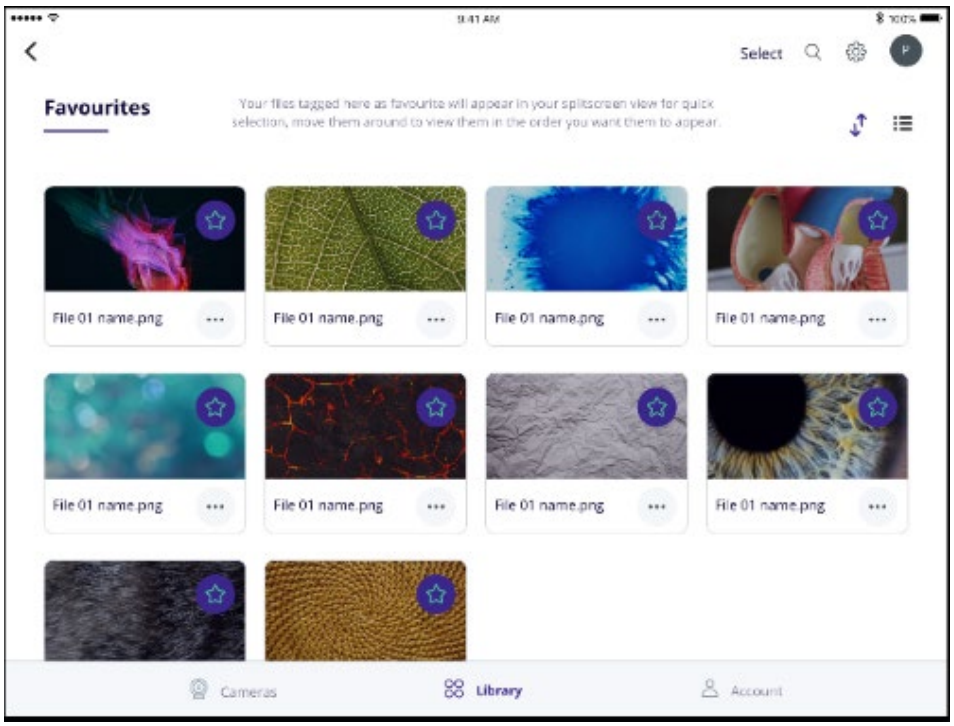
5.3 Favorite Section

In Library screen, there is a **Favorite** icon as highlighted here .

Click **Favorite** icon to show all the Favorite files and folders for a user. If you have signed in the application, all your **Favorite** files will be saved even after logging out from the application.

You can remove any file from the **Favorite** screen by clicking blue star icon .

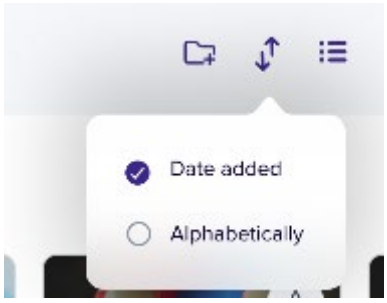
Once a file is made un-favorite, the star icon color will change to white color 



5.4 Sorting

In Library Screen, the files can be sorted for ease of viewing as required. Click on the icon to show up sorting options,

- Sort by Date
- Sort Alphabetically

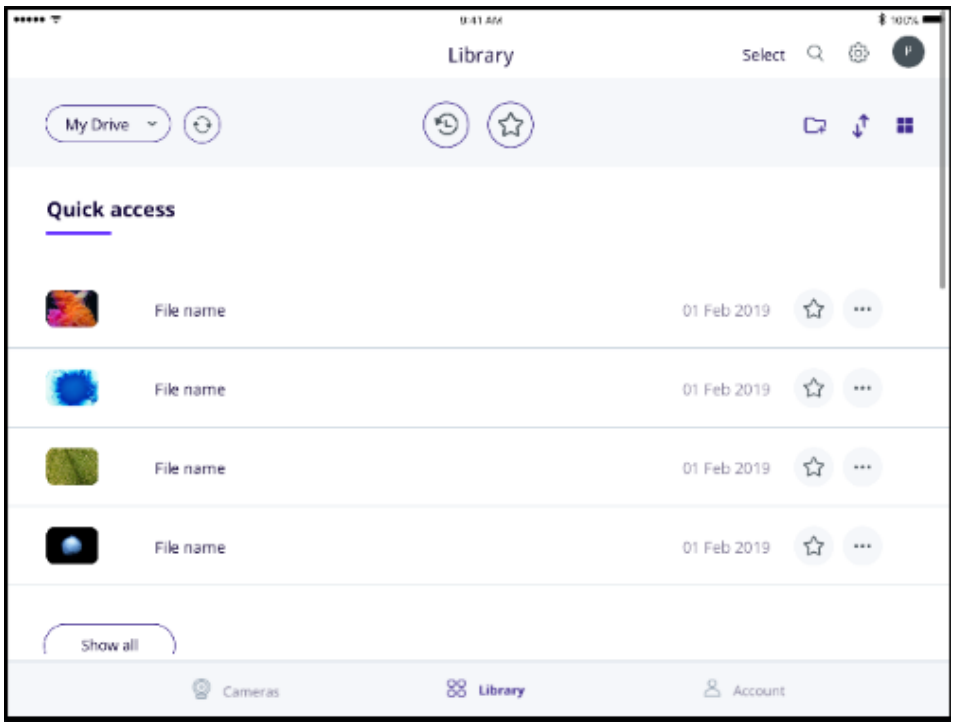


5.5 View Options – Grid & List

In Library Screen, the files can be sorted into List & Grid for ease of viewing as required.

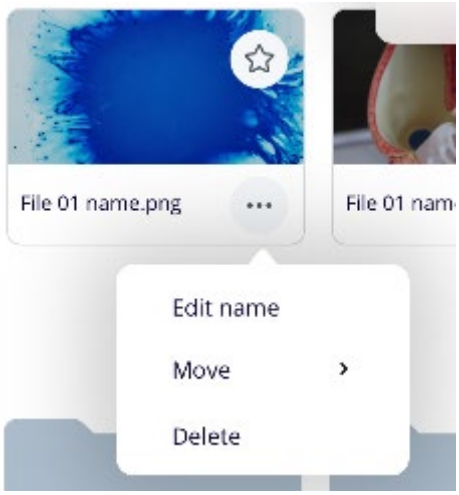
Default is Grid mode and Mac supports only Grid mode. Click the icon to toggle view to List mode,

List View of Library Screen,



5.6 Overflow Menu – Delete, Rename, Move

In Library Screen, you can delete, rename and move a file or folder.



Edit name – Rename the selected file.

Move – Move the selected file to a different folder.

Delete – Delete the selected file.

5.7 Refresh Library

In Library screen, you will find one refresh icon as highlighted 

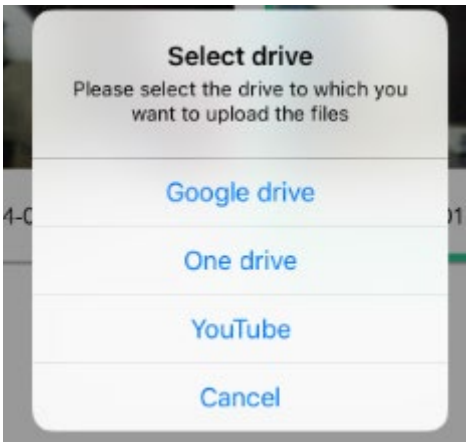
next to drive selection.

Click ***Refresh*** icon will refresh the Library screen by fetching the recent data from the drives.

5.8 Upload File to Cloud Drive

In Library screen, there is an option to upload files to cloud drives from local drive.

Select the file you want to upload to cloud drive and a dialog will show up as below.



You can choose the drive and go through the sign-in flow to upload the file to respective drive.

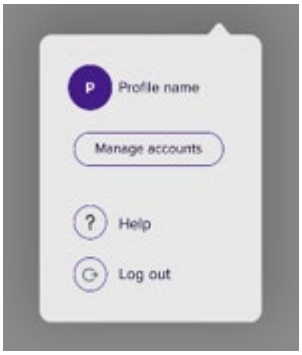
For YouTube, you can upload only one video file at a time.

6 Account Page

Account page contains information about the user and the various settings user has done in his account.

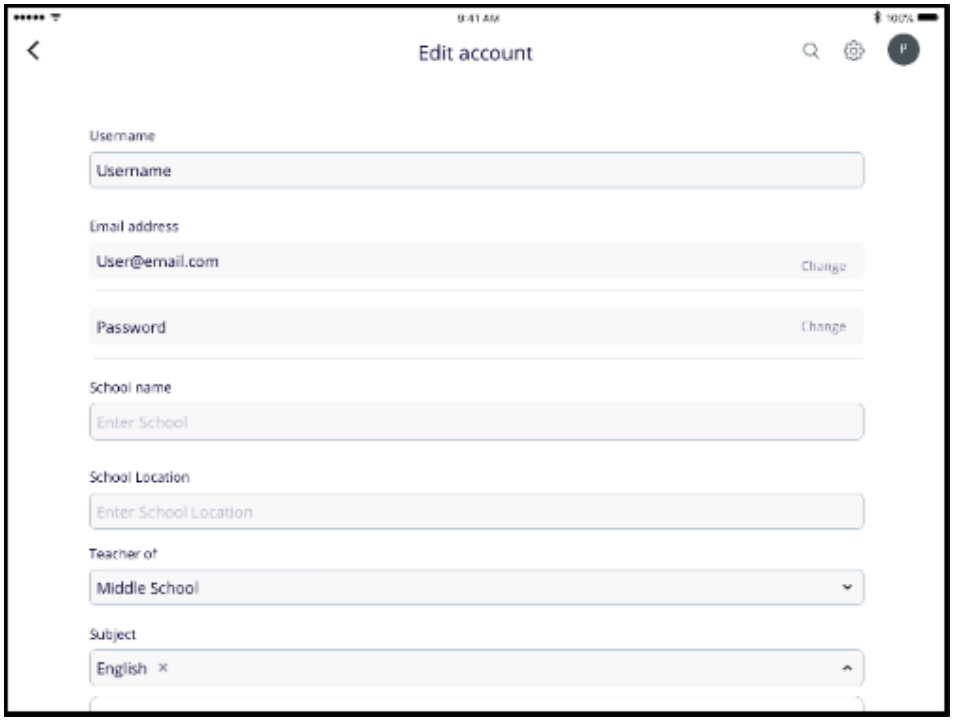
6.1 Manage Accounts (Mac/iOS/Android only)

If you have signed-in to the application, click **Manage accounts** button to go to account details.



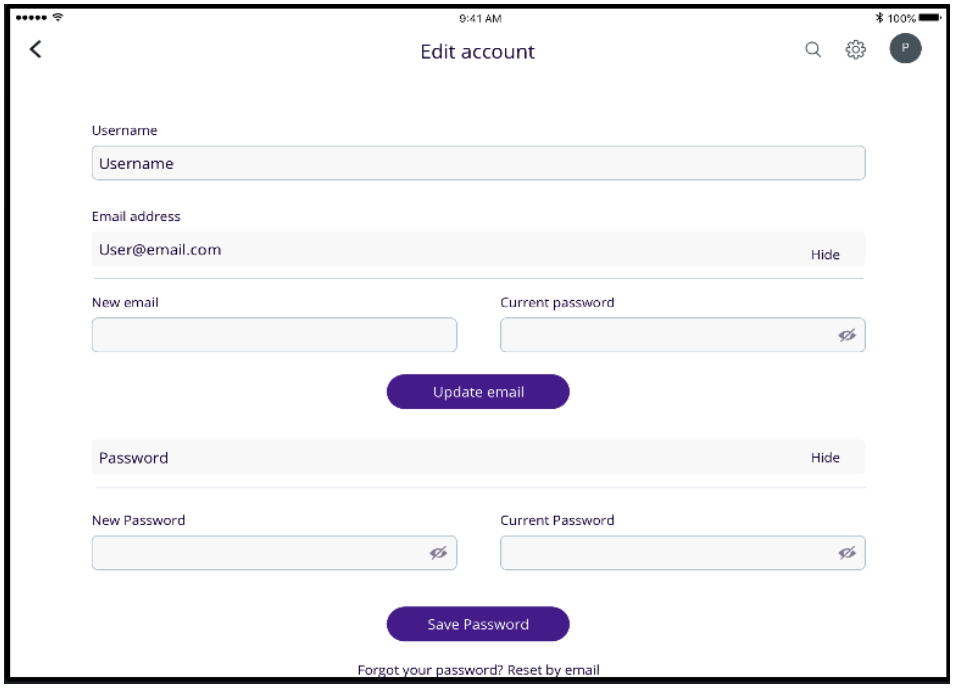
To manage account, select from profile popup or overflow view.

You can edit the required information listed in **Edit Account** page and save it.

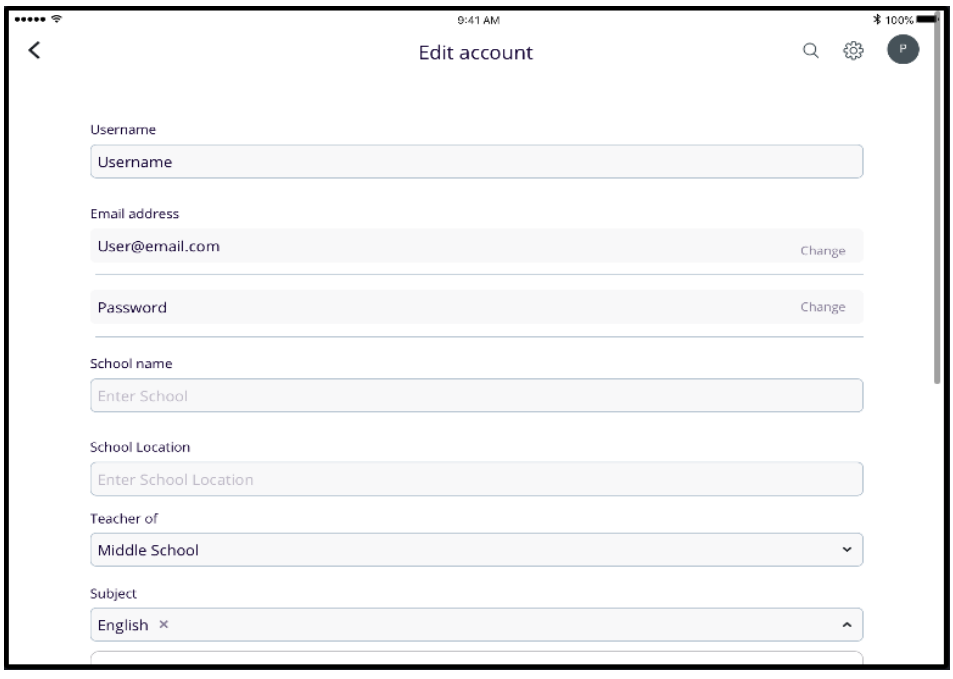

Edit account
Username
Username
Email address
User@email.com
Change
Password
Change
School name
Enter School
School Location
Enter School Location
Teacher of
Middle School
Subject
English

In **Edit account**, user can change:

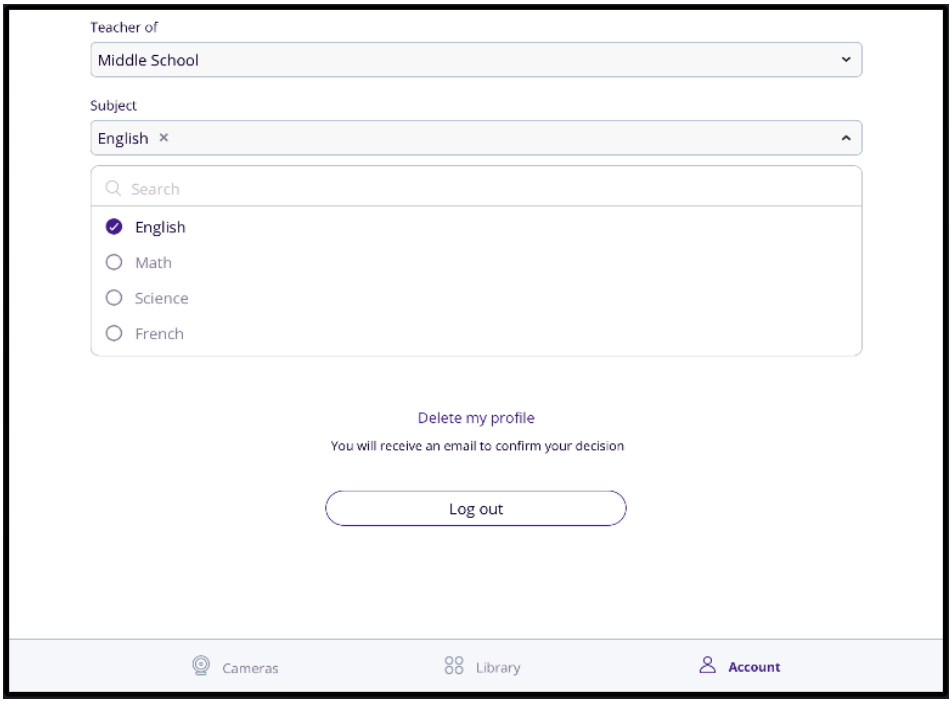
- **Username**
- To change **Email address**, select **Change** button.



- To change **Password**, select **Change** button.
- To change **Teacher,** select any one from dropdown list.
- **School name** - To change school name.
- **School Location** - To change school location.



- To select one or more subject, user can search in **Search box**.
- To delete profile, select **Delete my profile**.
- To log out, select **Log out**.



6.2 Manage Drives

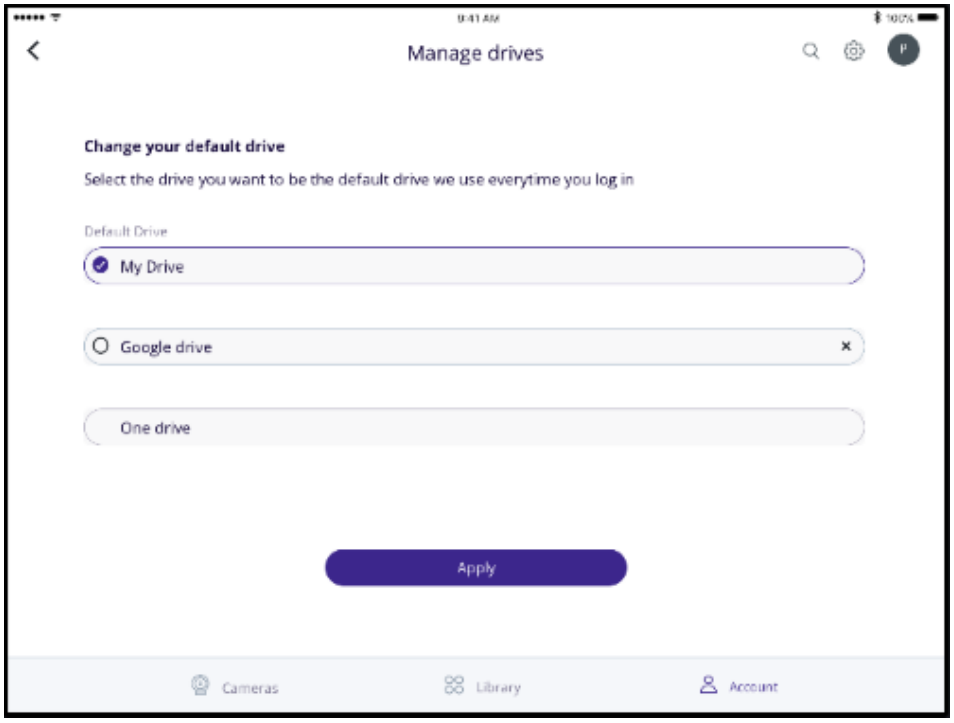
Manage drive option provides facility to the user to make any drive of one choice as default drive for uploading files. The default drive selection will be useful when one takes screenshot or record a video from the camera and these files then seamlessly gets uploaded to default drive behind the scene.

By default,

when you sign in via Google account, Google Drive is default drive.

when you sign in via Microsoft account, One drive is default drive (iOS/Android only).

[Note] For One drive, you will be required to sign in separately even if you have logged in via Microsoft account.



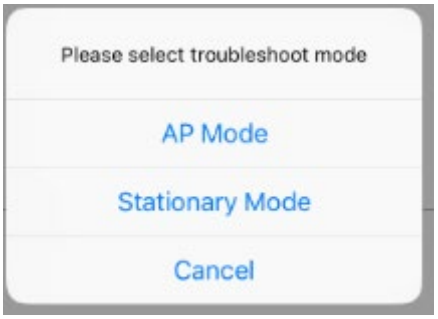
6.3 Help Guide

Help Guide option will show up this current document. You can refer the document to get help on relevant topics.

6.4 Troubleshoot (Mac/iOS/Android only)

Troubleshoot feature will allow you to find the problem with document camera. Sometimes the camera is not discovered in the network or cameras never connect to the application. In these cases, you can use **Troubleshoot** option to get more details.

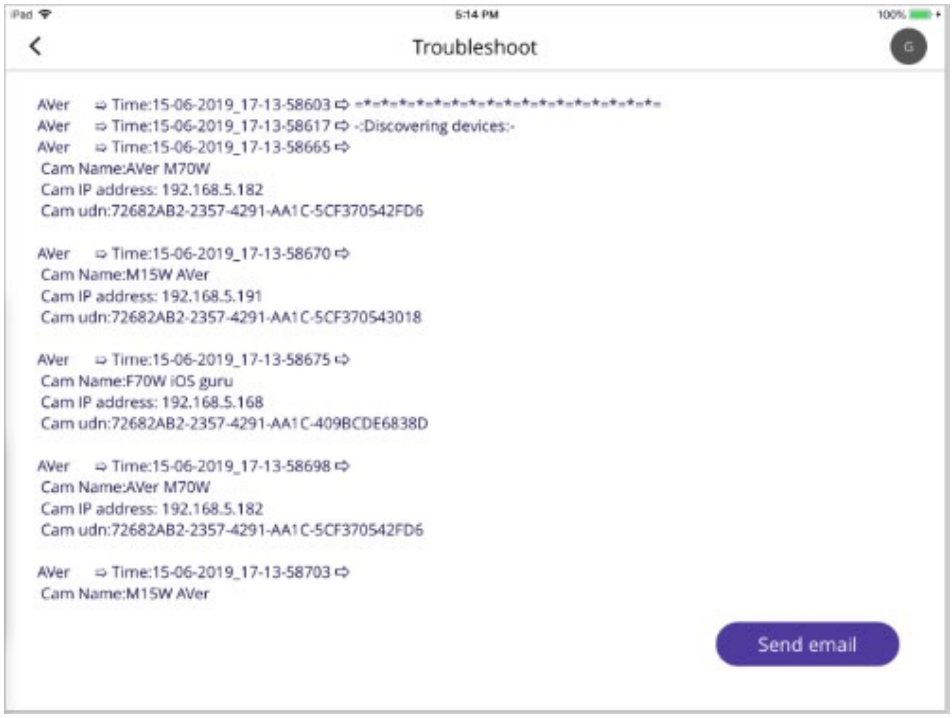
Troubleshoot will show up two options for you to choose,



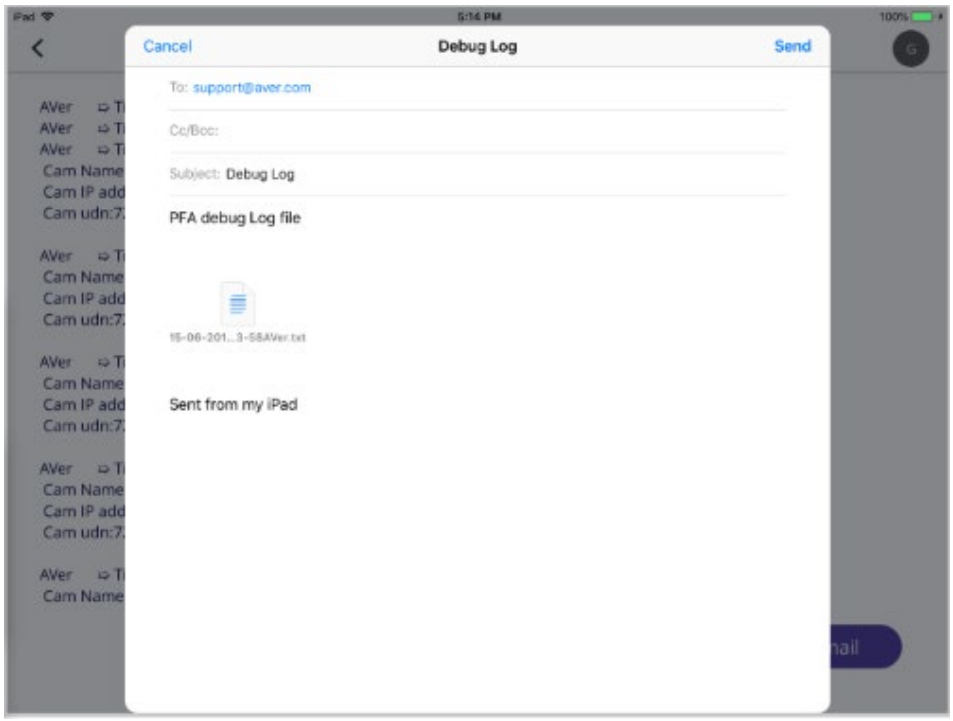
Stationary mode – Choose this option if your previous connected camera is not connecting.

AP mode – Choose this option if you are onboarding the camera for the first time and it never shows up in the camera page.

After you select the option, you will see camera diagnostics in the application as shown in figure below.



You can mail the captured logs to AVer support team by clicking **Send email** button.



AVer support team will analyze the logs and will resolve the issue in no time.

6.5 DocCam Tour

DocCam Tour option will show up a series of screens covering the important features of the application.

6.6 Version

This shows the current version of software. Click **Check for updates now** button to check if this version is up-to-date. The user can update newer version from Mac app store.

6.7 Languages

This shows the options of languages. Click the language of your choice.

6.8 Privacy Policy

This shows the Privacy Policy associated with the application.

6.9 Terms of Service

This shows the Terms of Service associated with the application.