

Quick Start

SCOPIA®

# SCOPIA Elite 5100 Series MCU

Version 7.1



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# Quick Start

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## WHAT'S INSIDE

This Quick Start provides the basic steps required for getting your MCU up and running. The suggested order of operation is as follows:

1. [Prepare a Checklist](#)
2. [Prepare the Site](#)
3. [Assign an IP Address to the MCU](#)
4. [Change the Default Administrator Password](#)
5. [Check MCU Service Prefixes](#)
6. [Define Gatekeeper Settings](#)
7. [Save the Configuration](#)
8. [Create a Meeting](#)

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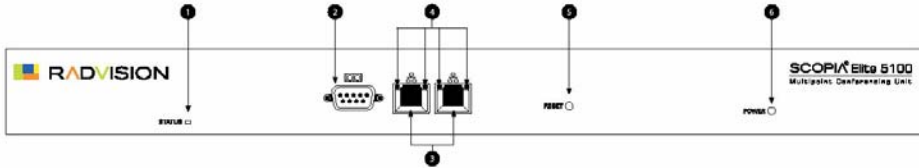
**Note** For more detailed information, refer to the chapters in the SCOPIA Elite MCU User Guide on installation and configuration.

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## INTRODUCTION

The MCU manages the call signaling and processing; application interface; network management; and audio and video processing.

**Figure 1** SCOPIA Elite 5100 Front Panel



**Table 1** SCOPIA Elite 5100 Front Panel

COMPONENT	DESCRIPTION
1 STATUS LED	Flashes to green to indicate normal operation. Flashes red to indicate that an error has occurred and that the MCU requires resetting.
2 Serial connector	A DB-9 connector that allows you to connect a PC terminal for local configuration, maintenance and debugging.
3 100/1000 BASE-T Ethernet connectors	RJ-45 connectors that provide the primary LAN connection for the IP network port.
4 Ethernet connector Link/Activity LEDs	The top part of each Ethernet connector contains two LED indicators. The right LED lights green when the local IP network link is active. The left LED lights green if the connection speed reaches 1 Gbps, and lights orange if the connection speed reaches 100 Mbps.
5 RESET button	Allows you to reset the MCU manually.
6 Power LED	Lights green to indicate that the power is turned on.

## PREPARE A CHECKLIST

Before you start configuration, fill in the checklist below:

- IP address: \_\_\_\_\_
- IP subnet mask: \_\_\_\_\_
- Router IP address: \_\_\_\_\_
- Gatekeeper IP address: \_\_\_\_\_ (optional)
- SIP Proxy IP address: \_\_\_\_\_ (optional)

## PREPARE THE SITE

When installing the MCU ensure that there is an IP port available on the switch.

You only need to connect the MCU to the switch via one of the Ethernet ports.

## ASSIGN AN IP ADDRESS TO THE MCU

At power-up, the MCU goes through a boot phase in which the embedded operating system initializes and displays basic information.

The **first** time you install the MCU, you assign an IP address to the MCU using a terminal cable connection to access the boot configuration menu.

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**Note** You can perform serial port configuration of the MCU only at startup, if you choose to enter the configuration menu—within a minute—when indicated.

Once the boot phase is complete, the only way you can access the configuration menu is by restarting the MCU.

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You use the serial port on the MCU front panel to assign a new IP address to your MCU. You must assign the IP address before you connect the MCU to the network.

### Before You Begin

Gather these items to assign an IP address to the MCU:

- Dedicated IP address for the MCU
- Dedicated subnet mask for the MCU
- IP address of the default router the MCU uses to communicate over the network

- PC with available serial port and terminal emulator software installed
- Serial cable



## Procedure

1. Connect the serial cable from the PC terminal to the serial port on the front panel of the MCU.
2. Connect the power cable.
3. Start the terminal emulation application on the PC.
4. Set the communication settings in the terminal emulation application on the PC as follows:
  - Baud rate: 9600
  - Data bits: 8
  - Parity: None
  - Stop bits: 1
  - Flow control: None
5. Turn on the power to the MCU.

A log of the auto-boot events scrolls across the computer monitor.
6. When the message “Please press **Enter** to activate this console” appears, press **Enter**—within a **minute**. Afterwards, you'll be prompted with the amount of time that should elapse till the configuration menu will start (about a minute).

The network configuration Main menu appears:

```
Main menu
N: Configure default network port values
P: Change the configuration software password
S: Configure network security level
T: Configure TFTP servers list
A: Advanced configuration menu
Q: Quit
```
7. Enter N at the prompt to configure the default network port values and press **Enter**.

8. Enter 2 to change the network configuration.
9. Enter the IP address you want to assign to the MCU at the Enter IP address for default interface prompt and press **Enter**.

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**Note** Do not use leading zeros in the IP address.

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10. Enter the IP address of the router associated with the segment in which the unit will be installed at the Enter Default Router IP Address prompt and press **Enter**.

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**Note** Do not use leading zeros in the IP address.

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11. Enter the subnet mask without leading zeros at the Enter IP Mask for default interface prompt and then press **Enter**.  
To use the default mask of 255.255.0.0 press **Enter**.
12. Press **Enter** in the next prompts.
13. Press Y to save the new configuration.
14. Press Q to quit the configuration menu.
15. Allow the unit to complete the reboot process. A new emulator session begins.
16. Close the terminal emulator session.

## CHANGE THE DEFAULT ADMINISTRATOR PASSWORD

The default administrator password of the MCU is *password*. We recommend that you change the default password.



### Procedure

1. Click **Users** in the MCU web user interface.
2. Click the arrow in the Review column for the Administrator user profile.
3. Modify and confirm the password.
4. Click **Apply**.

## CHECK MCU SERVICE PREFIXES

The MCU comes with a single predefined default service (with prefix number 71). The predefined service is factory tuned to be suitable in most cases for audio and video calls. We recommend starting with this service and modifying it as necessary to suit your needs.

You can modify existing prefixes to suit your network dialing plan or define new services and add them to the list.

You must ensure that the service prefix numbers are not identical to the first digits of any of your network endpoint phone numbers or aliases.



### Procedure

1. Click **Configuration**.
2. Click **Conferences**.
3. Locate the Services list section.
4. Click **Add new service**.
5. Enter a prefix for the service and a description of the service in free text.

Ensure that the prefix does not conflict with other prefixes used in your network.

6. Click **Apply**.

After confirming your settings, the MCU is automatically updated with the new service profile settings.

## DEFINE GATEKEEPER SETTINGS



### Procedure


1. Click **Configuration**.
2. Click **Protocols**.
3. Select **Gatekeeper Settings**.
4. Verify the H323 Gatekeeper configuration points to the MCU

## SAVE THE CONFIGURATION

You can save MCU configuration settings to a file and then export this file to a storage device on your network. You can use the saved configuration file to restore the settings to the current MCU or to configure a similar MCU.



### Procedure

1. Click the  icon.
2. Select **Backup configuration**.
3. Save the configuration settings file to your chosen location.

The .zip extension is automatically appended to the file name.

## CREATE A MEETING

The following is a brief introduction for setting up your first meeting. It includes examples of the dialing sequences used to join a meeting or to invite others into the meeting.

### REQUIREMENTS

The following information is necessary for dialing into and monitoring a meeting:

- A meeting ID number composed of a valid service prefix number and unique meeting number.
- The web address of the MCU hosting the meeting.

### START A MEETING

You can initiate a meeting by dialing to the MCU directly from an H.323 or SIP terminal or through a gateway from an H.320 terminal, a 3G-H.324M terminal or a regular telephone.

Upon meeting initiation, the meeting manager can either invite other participants into the meeting or supply each participant with the meeting ID number for dialing directly into the meeting.

#### Dialing to the MCU using a meeting ID number



##### Procedure

1. Compose a meeting ID number using an appropriate service prefix and a unique ID number up to 256 characters long.
2. Notify all meeting participants of the meeting ID number. Users joining the meeting via gateways also need to know a gateway phone number.
3. Dial the meeting ID number to start the meeting, as follows:

<service prefix>+<unique ID number>.

As soon as the MCU accepts the call, the meeting is established.

## Dialing to the MCU using the MCU IP address



### Procedure

1. Dial from the endpoint to the MCU IP address.  
You access the MCU Auto Attendant.
2. Click **0** to create a new conference,  
or
3. Select an existing conference from the list.

