

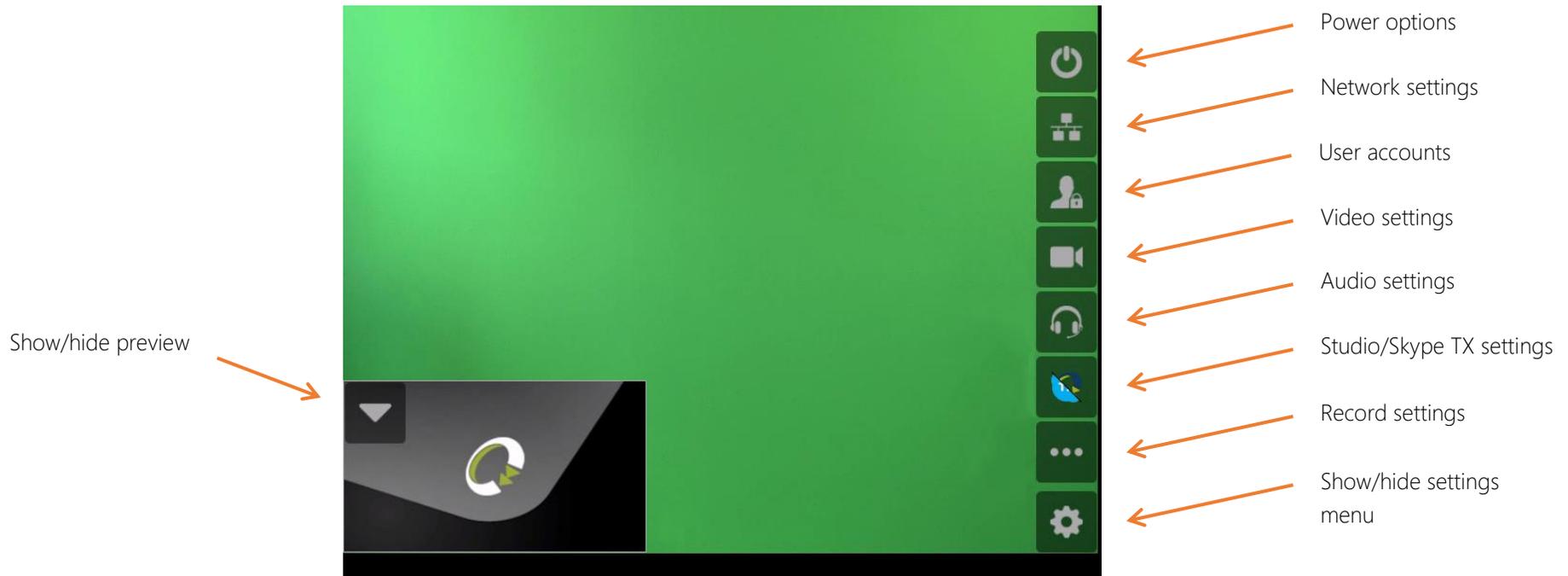
Quicklink Studio-in-a-box (ST500)

User Guide

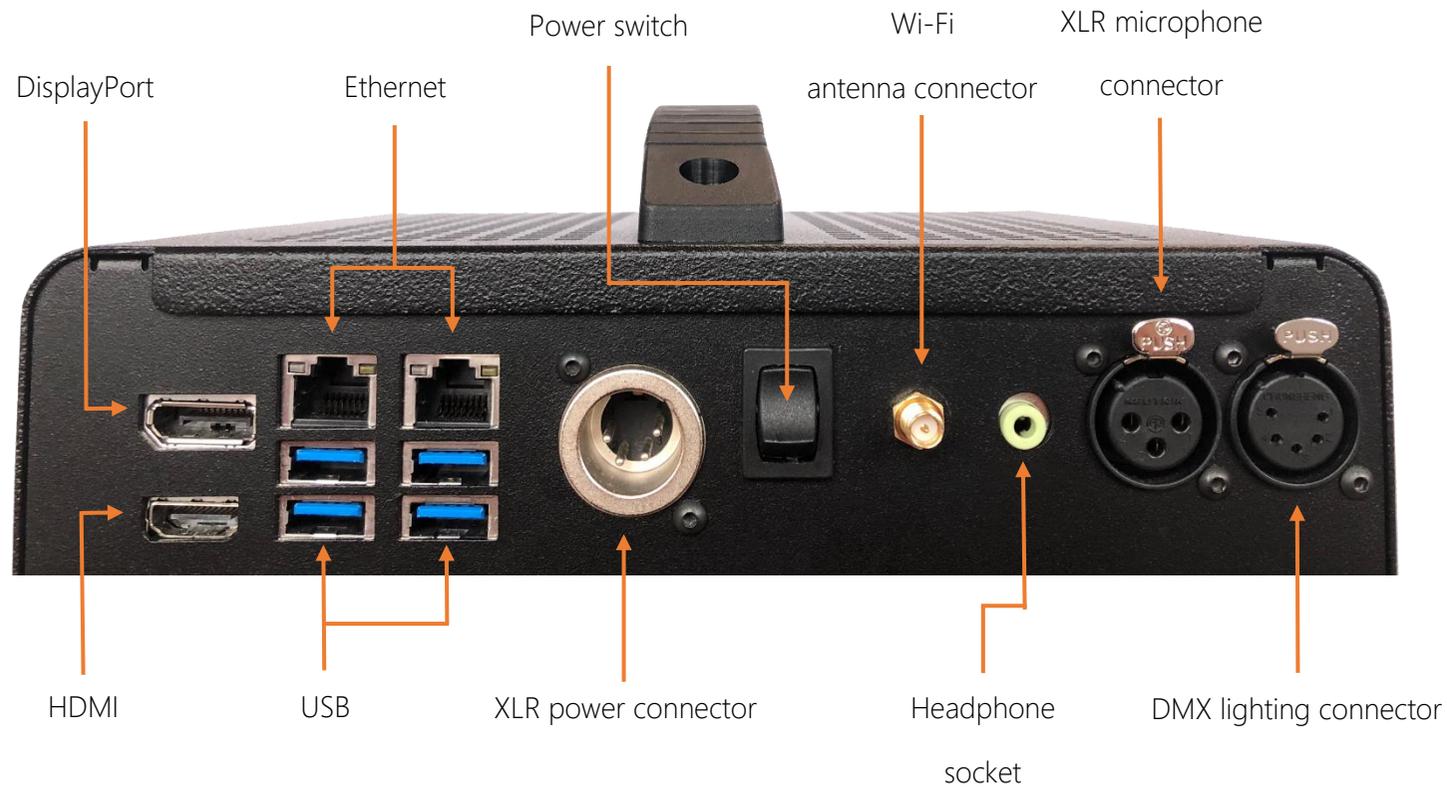


Rev 1

Studio-in-a-box/ST500 uses



The ST500 can be mounted on a tripod or used on a desktop. Ensure that your sign in credentials are to hand. These will be provided by the Administrator.



To set up your ST500, plug the power cable provided into the XLR power connector, then plug your Ethernet cable into either of the Ethernet ports. The inbuilt Wi-Fi or a USB dongle can also be used for internet connectivity

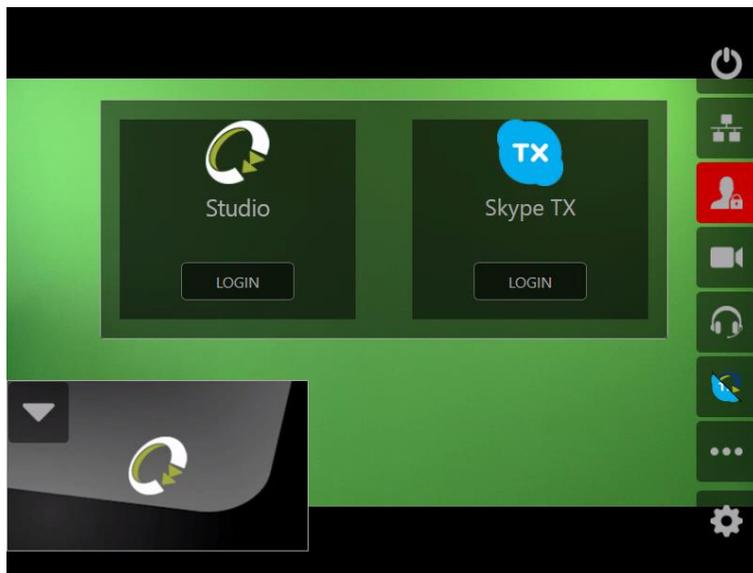
Next, plug in your headphone/earpiece into the green 3.5mm socket and a microphone into the XLR audio connector

Power on the unit by pressing the power switch.



Your ST500 will now start booting.

The initial screen will remind you to connect a microphone, headphones and an internet connection if you have not done so already. Tap '**Dismiss**' if this has already been connected.



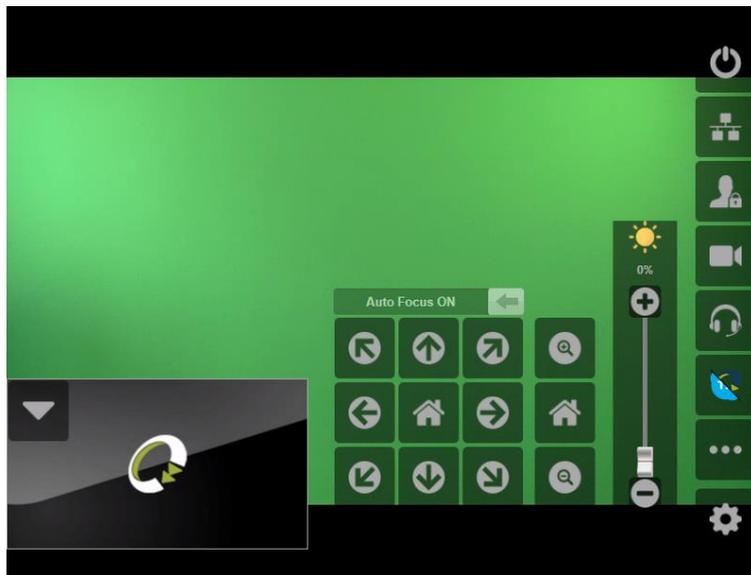
On first use, you will need to sign into Quicklink Studio. Tap the flashing  icon to open the login. Under the Studio section, tap '**Login**'.



Enter your sign in credentials that have been provided to you by the Administrator. Tap **'Login'**.

Tap the  icon to clear the menu.

Once the unit is powered, logged in and connected to the internet – the Quicklink Manager Portal will have full remote control over the video, audio and connected lights. However, local control of settings is possible if required and these are described in the following pages.



Tap the  icon, then  icon to open the video settings. From this menu, you can control the camera using the arrow buttons, zoom the camera in/out using the magnifying buttons, adjust the brightness of the inbuilt lighting and turn on/off the auto focus. Tap the home icon to return to the default position.

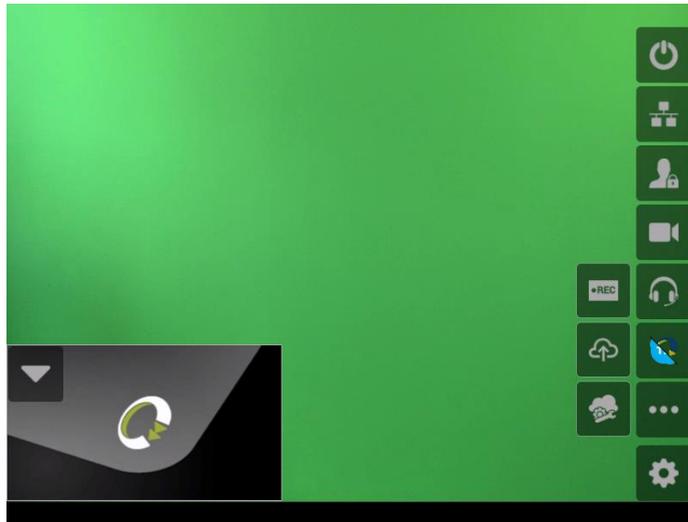
Alternatively, the camera controls, inbuilt lighting and focus can be controlled remotely by the Administrator from the Quicklink Manager.



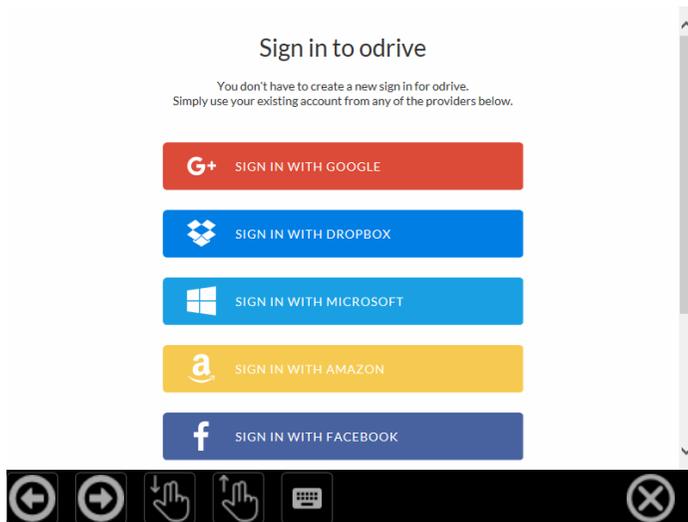
From the menu, you can also open the audio settings by tapping the  icon. Here you can adjust the microphone and headphone levels.

Alternatively, the microphone and headphone levels can be controlled remotely by the Administrator from the Quicklink Manager.

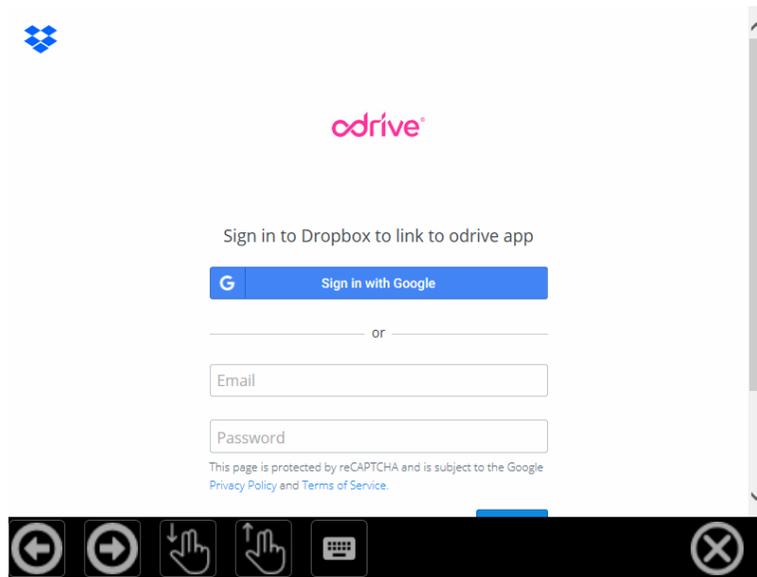
Recording



To enable the recording feature, open the settings by tapping the  icon, tap  and then  to configure.

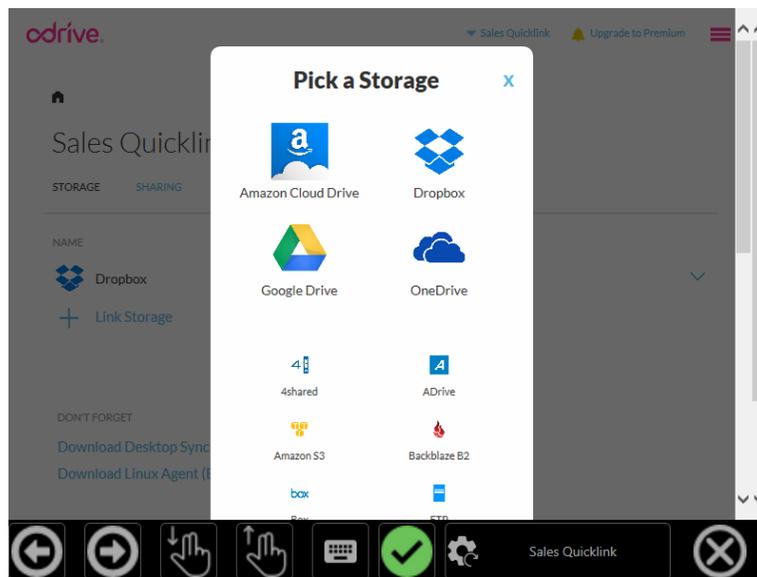


Select if you would like to sign in with Google, Dropbox, Microsoft, Amazon, Facebook, Oxygen Cloud or OneDrive for Business.

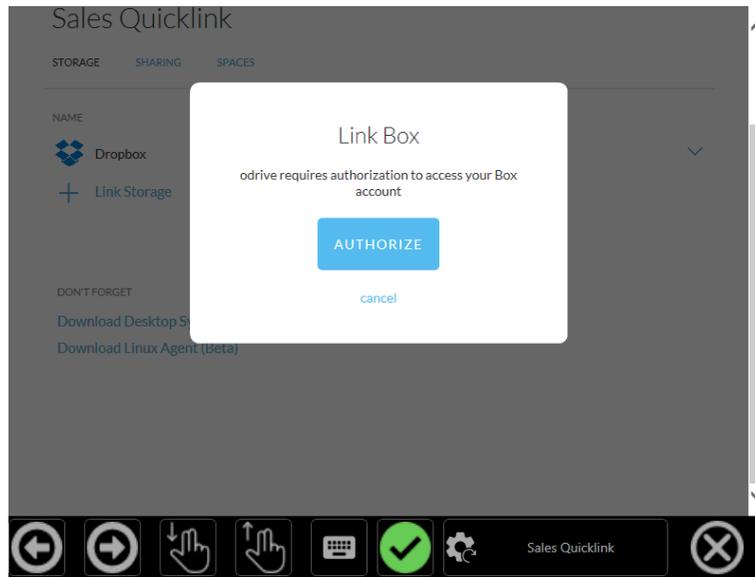


You will be redirected to a login for the website you selected above. Enter your login credentials, then tap **'Sign In'**.

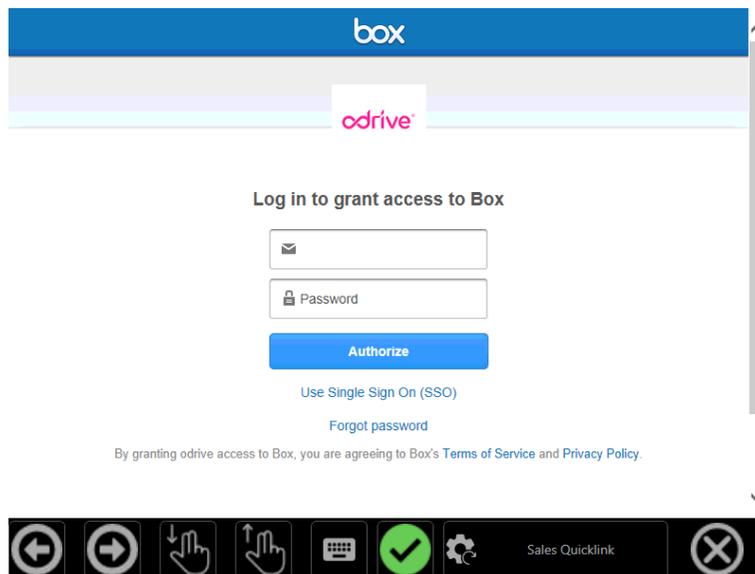
To access the onscreen keyboard, tap the  icon.



Once logged in you will be asked to pick a storage service, tap where you would like your recordings to save.



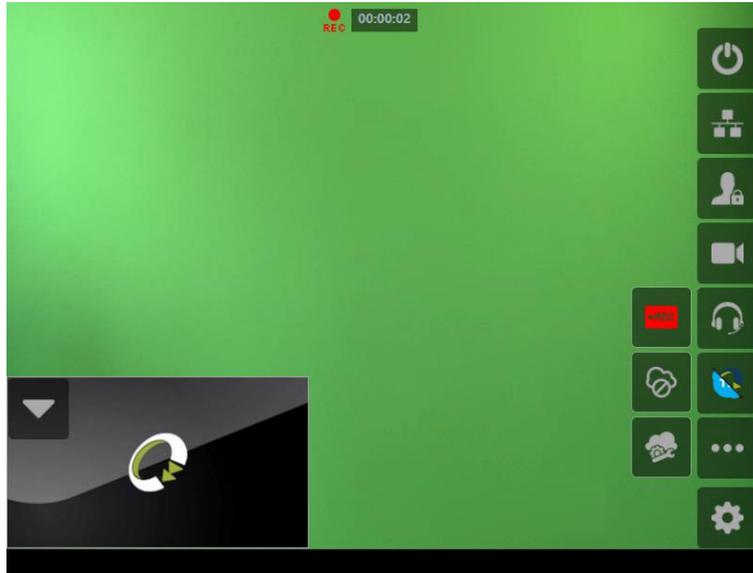
Tap '**Authorize**' when prompted.



You will now be taken to the login screen of the storage you selected. Enter your login credentials then tap '**Authorize**'.

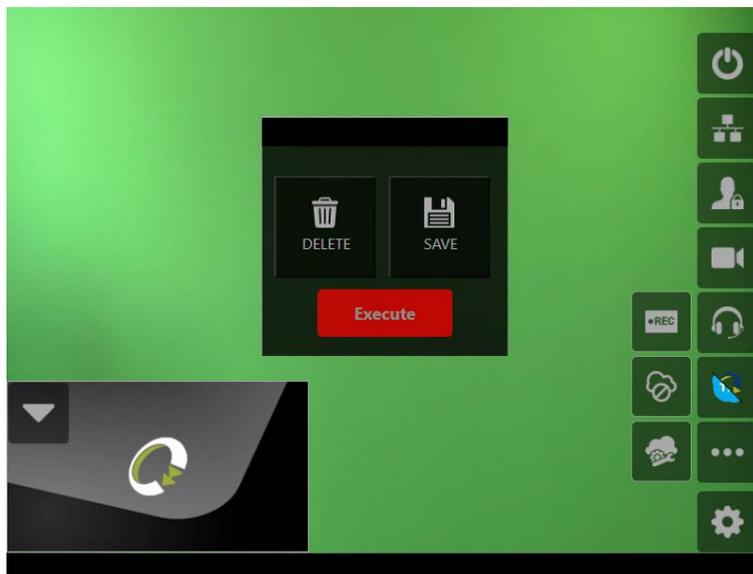
You will then be redirected to your account where the storage service you authorized will be listed.

You have now configured recording. To close the recording configuration, tap the  icon.

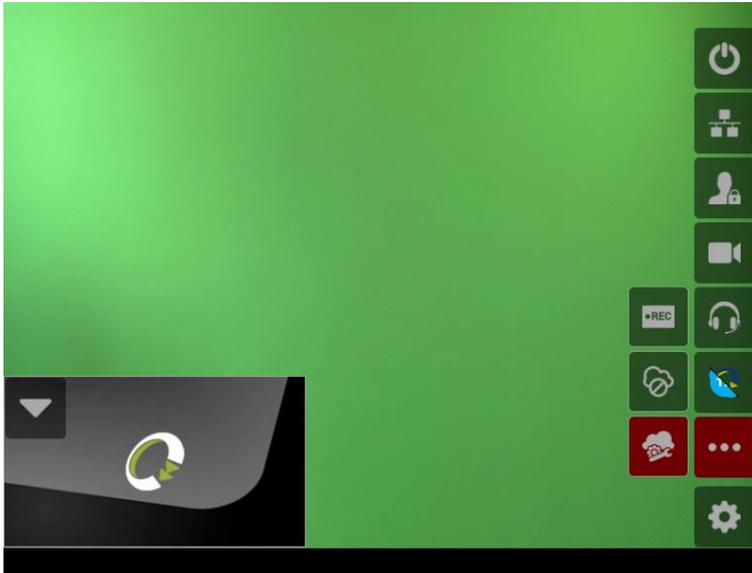


To begin recording, tap the **REC** icon. Once your recording has started, a recording icon and time indicator will appear at the top of the screen.

To stop the recording, tap the **REC** icon.



You will now be prompted to Delete or Save the recording. Select **'Save'**, then tap **'Execute'**.



Your recording will now start to upload to the cloud storage service you selected.

The  icon will appear to notify you that your recording is uploading to your storage service.