ThinkHub Configuration Options

A Guide for personalising ThinkHub to support your workflows

Organisations use ThinkHub in many different ways to gather and share visual information with in-room and hybrid teams. The greater the levels of interoperability with your existing workflows, room scheduling, and network protocols, the more intuitive ThinkHub will be for new users to incorporate into their own workflows, resulting in higher levels of technology adoption and success.

The T1V Project Manager assigned to your order will work with you to determine which of these configurations/settings can be completed as part of our QA testing prior to despatch, and which are best undertaken during installation. Our goal is to have a fully configured ThinkHub in advance of user training sessions so that new users experience ThinkHub exactly as they will use it.

Areas for Personalisation

- Corporate Branding
- Calendar Integration
- MS Teams / Zoom / Webex Account Information
- Distribution via email
- Location of files
- Media Files for use on a ThinkHub Canvas
- Saved ThinkHub Canvases
- Canvas Settings
- Name and Security Credentials
- Default Browser URL
- Preferred default canvas colour
- Printer
- Optional Inputs
- Hardline HDMI Feeds
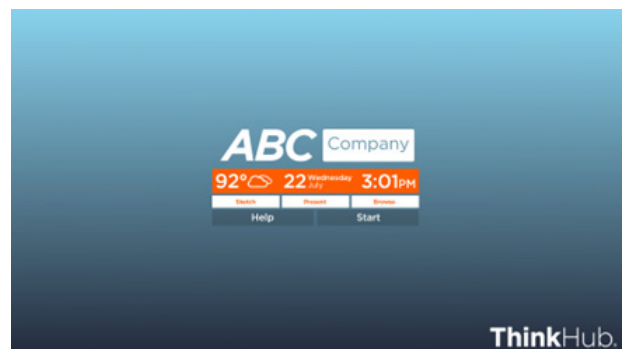- USB Cameras
- IP/Webcam Camera Feeds

Corporate Branding

ThinkHub's startup screen can be personalised in a number of ways. Below is ThinkHub's default screen when no customer branding has been specified. With both of the below options, different colour backgrounds can be implemented.

ThinkHub Standard: *ThinkHub logo front and center; Customer Logo bottom right*

ThinkHub Branded Logo: *Your company logo front and central*

ThinkHub with Calendar Integration

When optional Calendar Integration is configured, (see next page for details) ThinkHub's start-up screen will display today's schedule of meetings. Whatever the meeting platform (MS Teams, Zoom, Webex or Google Meet) a single click will launch ThinkHub and join the video conference.

ThinkHub with Background Image

You can supply an image, a hi-resolution jpg or png file, that T1V can integrate as the background for your ThinkHub's Start-up Page. You can also specify the colour scheme and use your company logo.

Calendar Integration

ThinkHub supports one-touch-to-join calendar integration for the following software-based video conferencing applications:

● Zoom

● Webex

● MS Teams

● Google Meet

With calendar integration, users can schedule and host meetings from their ThinkHub Canvas:

● Schedule from your Google or Microsoft Outlook / Office 365 / Exchange calendar

● Scheduled meetings will appear on your ThinkHub startup screen

● Single tap to start - this will launch the ThinkHub Canvas and video conference at the same time

● Supports multiple video conferencing options (no need to standardise on a single platform in your meeting rooms; supports Zoom, Webex, MS Teams. Video Conferencing add-on required.)

Your Calendar integration will be configured by a T1V Software Engineer, and requires you to provide the:

● Setup of the necessary account, MS Teams, Zoom, etc, that will allow the ThinkHub Room to be added as a resource for your meeting.

● Account Type, User Name and Password

● Active Directory Links (if required)

Email Distribution of ThinkHub Content

Work created on a ThinkHub canvas can be saved and reopened as a native T1V file. Alternatively, the whole canvas, part of it, or individual pieces of content can be shared as a PDF file that is emailed to a recipient(s) from your ThinkHub.

You will need to provide T1V with the following to configure:

● A 'from' name. i.e. Marketing ThinkHub

● Email account and password

Location of Files

The display in your ThinkHub room that is used to create Canvases is connected to a computing appliance.

Canvas Files

By default, canvases are saved only to the connected Appliance. You have the option to create different Folders for your files to be saved in and re-opened from. A Canvas saved to an appliance can only be reopened from that appliance.

There is an option to give a Canvas a Password when you save it. If a Password is allocated, this will be required in order to:

● Reopen the Canvas (and protect it from being accessed by an unauthorised person)

● Delete the Canvas

Alternatively, Canvases can be saved to a central network location, such as a Sharepoint Drive, or a Cloud location, such as OneDrive or DropBox. This can then be opened by any ThinkHub that is connected to the same destination for files.

Media Files

ThinkHub can also incorporate Media Files onto the Canvas with a single click on the corresponding Thumbnail. These include JPG, PNG, PDF and MOV files. You can create a hierarchy of Folders and Subfolders to better organise these files. The default destination would be a USB Stick (Flash drive) connected to your ThinkHub Appliance, which then makes the content available directly from your ThinkHub Taskbar with a single click on the corresponding Thumbnail.

There is however, an option to have these files in a central location, for example a Sharepoint Drive or DropBox Account, which will make the images available to any ThinkHub configured to look at ▶

the central resource. As more images and subfolders are added to the central location, they become available to any ThinkHub configured to 'look' at the central resource location.

T1V will require the location path and any password required for file access.
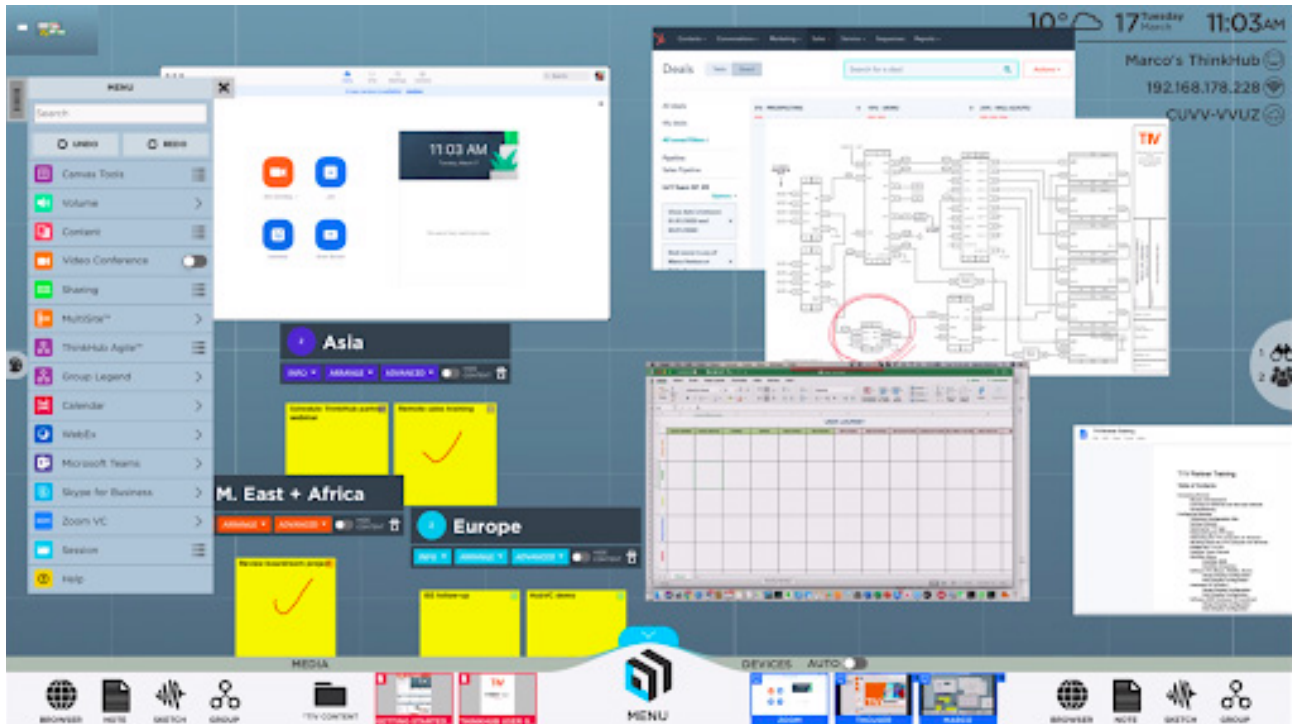
ThinkHub Canvas: *Advanced Content Sharing*

Canvas Settings

ThinkHub Room Name

Many ThinkHub users allocate the name of the meeting room they are located in to their ThinkHub. We can put this on the Canvas and can also use this when distributing any content from ThinkHub.

Connecting with the T1V App

When connecting to a Canvas using the T1V App, users require the 8 digit Room Code which is renewed with a random code every 24 hours, and the 4 number PIN code. By default, this generates a new PIN for each new Canvas. We can, if required, allocate a static PIN.

Text Size

We use a medium-sized font by default for the Room Name, Room Code and PIN. These can be changed to a smaller or larger font on request.

Browser Home Page

The Taskbar on every ThinkHub includes a Browser Icon which, when clicked, opens an internet browser on the ThinkHub Canvas. T1V can programme your ThinkHub to open the same URL each time a new browser is opened, such as the Google homepage, or your company's website.

Canvas Default

Every new ThinkHub Canvas opens with the same selection of background colour and gridlines, or no gridlines. Again, you can configure your ThinkHub so that it has a different default colour screen. We just need to know your preferences in order to proceed.

Printer Integration

Typically, content (the whole canvas, part of a canvas, or just one piece of content) that needs to be distributed is emailed to a recipient as a PDF file. Should you want to have the ability to print directly to a printer, we can configure your ThinkHub accordingly. We would, of course, need the printer make, model and location - local or networked.

Optional Inputs

Hardline Inputs

Hardline Inputs are external devices connected directly to ThinkHub. A thumbnail appears in the Connected Devices area of the Taskbar, and when selected the device (laptop, medical equipment, visualiser, etc.) appears on the ThinkHub canvas. These inputs can be programmed to have a name that accompanies the thumbnail image.

USB Cameras

Multiple VC cameras and USB Cameras capturing the content from Dry Erase boards in breakout rooms, can be connected to ThinkHub, and appear in the Connected Devices area of the Taskbar. These can have a name associated with them that accompanies the thumbnail image.

IP / Webcams

Unlike the physical connection of Hardline Inputs and USB Cameras, these devices need to have an IP address or URL programmed into ThinkHub. If the live content of these devices are incorporated into a ThinkHub Canvas, so long as the source IP address or URL remains valid, they will populate with live content when the Canvas is reopened in the future.

CUSTOMER CHECKLIST

Corporate Branding			
Logo	Startup screen Branded with logo front and centre?	☐ YES	☐ NO
	Name of logo file:		
Background Image	Would you like a background image on your startup screen?	☐ YES	☐ NO
	Name of image file:		

Calendar Integration			
Platforms	MS Teams	☐ YES	☐ NO
	Zoom	☐ YES	☐ NO
	Webex	☐ YES	☐ NO
	Google Meet	☐ YES	☐ NO

Platform Account Information - Only if Calendar Integration is Required			
MS Teams	Username: Password:	ACTIVE DIRECTORY ACCOUNT TYPE ☐ YES	☐ NO
Zoom	Username: Password:	ACTIVE DIRECTORY ACCOUNT TYPE ☐ YES	☐ NO
Webex / Google	Username: Password:	ACTIVE DIRECTORY ACCOUNT TYPE ☐ YES	☐ NO

Email Distribution of Thinkhub Content	
Email Platform	
Username	
Password	

Location of Thinkhub Canvas Files			
Thinkhub Appliance	☐ YES	☐ NO	*Please complete below if 'NO'*
Network	*Please provide network path:*		

Location of Thinkhub Media Files

Thinkhub Appliance	☐ YES	☐ NO	*Please complete below if 'NO'*
Network	*Please provide network path:*		

Canvas Settings

Browser Homepage	*Please specify URL:*		
Default Canvas Colour			
Printer Integration	☐ YES	☐ NO	*Please complete below if 'NO'*

Optional Inputs

Hardline HDMI - HLI 1	☐ YES	☐ NO	Name:
Hardline HDMI - HLI 2	☐ YES	☐ NO	Name:
Hardline HDMI - HLI 3	☐ YES	☐ NO	Name:
Hardline HDMI - HLI 4	☐ YES	☐ NO	Name:

Optional Inputs

USB Camera 1	☐ YES	☐ NO	Name:
USB Camera 2	☐ YES	☐ NO	Name:

Optional Inputs

IP/URL Camera 1	☐ YES	☐ NO	Name URL:
IP/URL Camera 2	☐ YES	☐ NO	Name URL:
IP/URL Camera 3	☐ YES	☐ NO	Name URL:
IP/URL Camera 4	☐ YES	☐ NO	Name URL: