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HuddlePod Air

WIRELESS AUDIO POD

INSTALLATION & OPERATION MANUAL





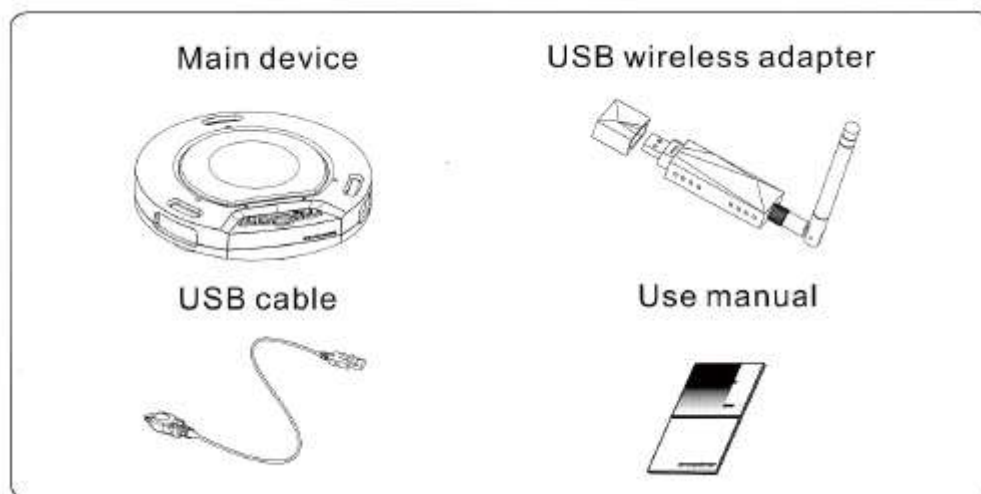
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Product Overview.....

Thank you for your purchase of the HuddlePod Air. This 2.4GHz wireless digital conference phone is ideal for high-end audio/video conferencing. It is perfect for any software based conferencing systems. This palm-sized, portable device features plug-and-play functionality without the need for custom driver installation. The audio output port enables the use of external speakers, amplifiers and/or headphones. USB and 3.5mm audio ports are provided.

Major Functions

1. Uses digital wireless technology and strong anti-interference technology. Supports intelligent frequency hopping at multiple frequency bands.
2. Employs digital microphones, broadband speaker output and speech enhancement.
3. Requires no custom driver for USB mode, supporting operating systems like Windows, Mac and Android.
4. USB and 3.5mm audio ports are provided.
5. Built-in battery with intelligent power saving function. Charging is achieved via USB port.
6. Supports audio output - headphones or active speaker can be connected.
7. Uses second-generation intelligent echo cancellation technology.
8. Algorithms for echo cancellation, noise cancellation, automatic gain control, etc. are built in.





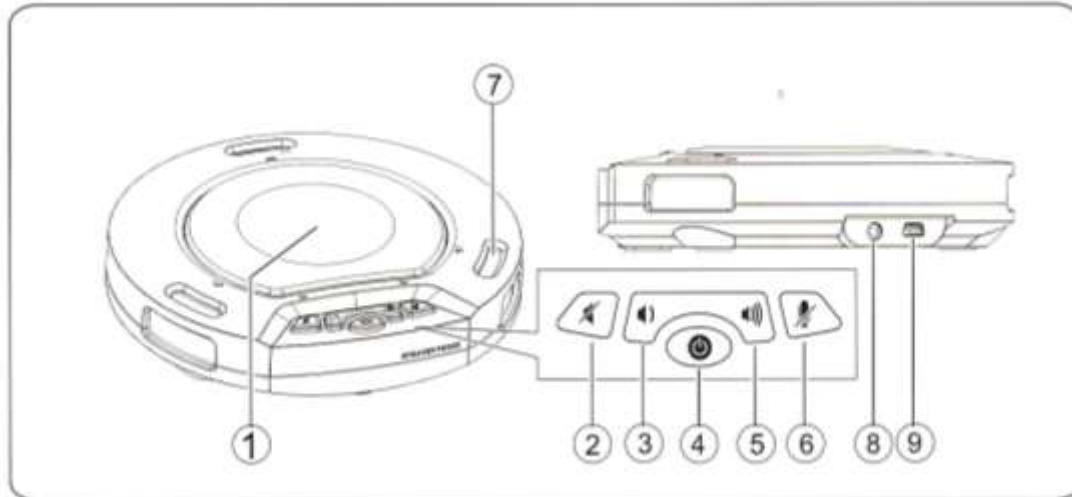
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In the Box.....

Supplied Equipment.....

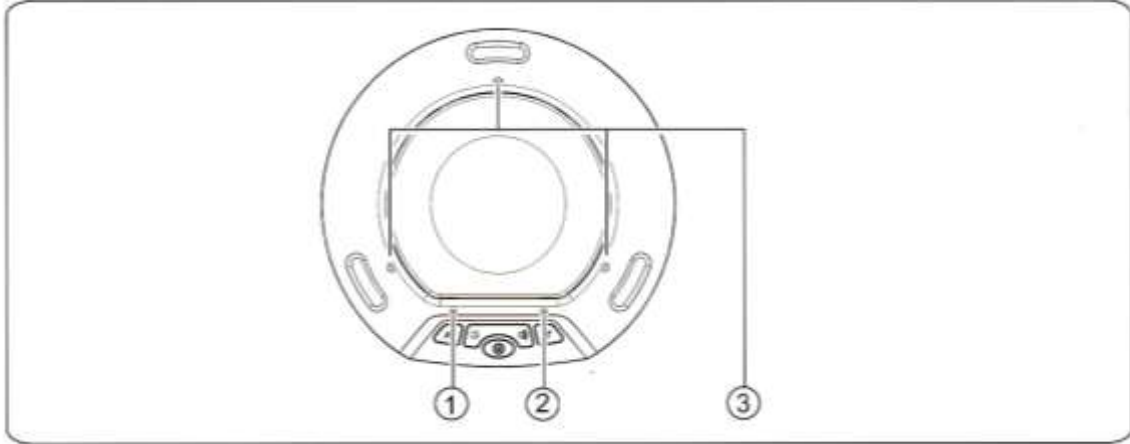
- HuddlePod Air Speakerphone
- Wireless Receiver
- Neoprene Travel Case
- User Manual
- USB Charger
- USB 2.0 Cable (for charging only)

Description of Device and its functions



1. **Loudspeaker:**
Reproduces audio from the connected PC.
2. **Loudspeaker Mute button:**
Press this button to turn off the sound output of the loudspeaker. Press the button again to turn on the sound output of the loudspeaker. This does not control the audio output jack.
3. **VOL - Button:**
Press this button to gradually turn down the sound of the loudspeaker.
4. **Power Button:**
Press and hold this button to make the device enter standby mode (the bottom right blue light will blink) to wait for connection of the wireless adapter. When adapter is connected, press and hold this button to power off the device. When power is supplied via USB.
5. **VOL + Button:**
Press this button to gradually turn up the sound of the loudspeaker.
6. **Microphone Mute Button:**
Press this button to mute the microphone. To cancel the mute function, press button again.
7. **Microphone:**
Picks up sound in all directions around the device (omnidirectional).
8. **AUDIO output:**
For audio output to a powered speaker or a 3.5mm headphone.
9. **USB power port:**
For connecting USB power supply - only for charging of battery or powered operation.

Description of Indicator Status.....



1. **Bottom left indicator:**

When the loudspeaker is set within its normal operating parameters, this light is off. When the loudspeaker is muted, this light is on. When the loudspeaker is set to the maximum or minimum volume, this light will blink.

2. **Bottom right indicator:**

The blue light will turn on when the microphone is muted. When the wireless adapter is not connected, the blue light will blink (indicating standby mode). When the built-in battery level is low, the orange light will blink. When fully charged, the orange light stays on when in standby mode.

3. **Triangular indicators:**

When the device is powered on, the blue lights will blink once with a bright light and then turn off. When in standby mode and with a wireless connection, the blue lights will stay on with a dim light.

USB Power Supply and Charging.....

1. This device is provided with a built-in rechargeable lithium ion battery. Before use of the device for the first time, charge the battery fully.
2. When one end of the USB cable is inserted into the USB port on the device and the other end to the USB port on the computer or to a USB power supply, power will be supplied to the device and the built-in battery will be charged. At the same time, the device will be powered on automatically.
3. Upon full charging, the bottom right indicator will turn orange and stay on when in standby mode.
4. When charging is finished, you can disconnect the USB cable from the device for portability. Turn off device before storing or travel.
5. In case of low battery during use, the bottom right indicator will turn orange and blink. In this case, use the USB cable to charge the built-in battery as soon as



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possible. .

6. Lithium ion batteries should not be left to sit in a fully discharged state for any significant period of time or voltage can drop below the battery protection circuit shutoff point, rendering the battery un-chargeable. Whenever the HuddlePod Air shuts down due to battery discharge, please recharge as soon as possible.

Note: A full recharge is not required to maintain battery life, however.

While Lithium ion batteries provide the longest run time from a full charge, they will provide more charge-discharge cycles with shallower cycles (do not fully charge, do not fully discharge). Decisions regarding how to maintain your HuddlePod Air battery will depend upon your intended session length. If meetings only last 1-3 hours per day, you can probably charge the HuddlePod for 1-3 hours each day and extend battery life. If you need the HuddlePod Air for 4-6 hours each day*, you are better off charging the HuddlePod Air to full capacity each day.

Notes:

1. Any USB charger without a Safety Certificate or not intended for Lithium ion batteries, may cause explosion or damage to this speaker phone.
2. *As a consumable, the built-in battery will gradually lose its total capacity (run time) between charges - after repeated charge-discharge cycles. Full Charge/Discharge cycle rating is 300-500 cycles to 80% of original capacity depending upon environmental factors, such as ambient temperature.

[Conference Function \(Video or Voice only\).....](#)

A. Computer Conferencing Function

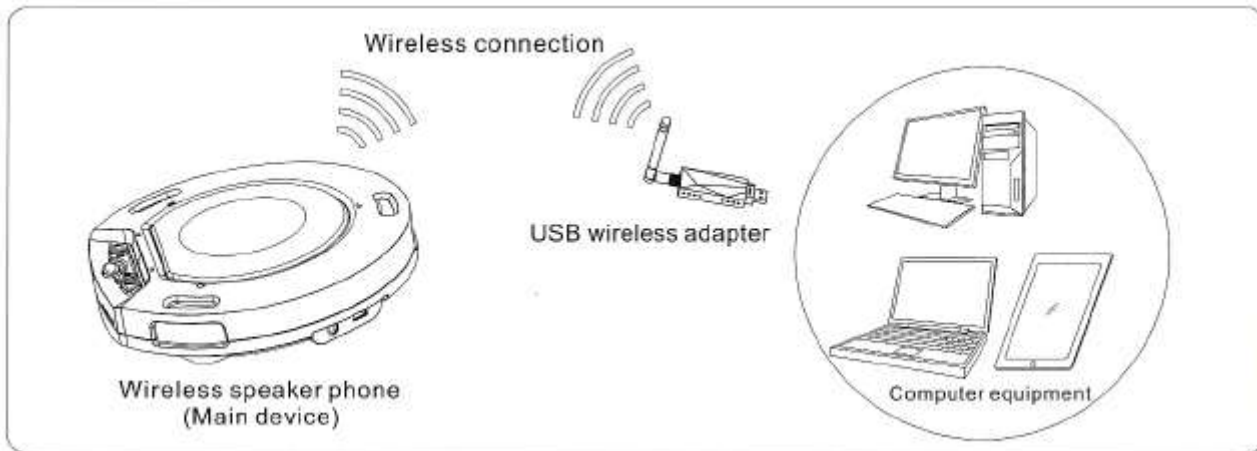
Connected via the USB wireless adapter, this device can be used as an external microphone and speaker for a computer, enabling software based teleconferencing.

1. Preparation for use







This device is compatible with computers running operating systems including Microsoft Windows 7/8, Android (Version 4.4 or lower) and Apple OSX. A USB 1.1 or higher (USB 2.0 recommended) port and network connection are required; an IM application or VoIP package (e.g. WebEx, Zoom.us, Skype, GotoMeeting) with network conferencing function should be installed. The USB wireless adapter supplied with the device is plug-and-play without the need of custom driver installation.

2. Power-on and Wireless Connection

Press and hold the power button until the device is turned on and enters standby mode. In this state, the bottom right blue light blinks continuously, waiting for receiver to be connected. When the USB wireless adapter is connected to the USB port on the computer, the USB driver will be automatically recognized on the computer. The triangular blue light will now stop blinking and stay on, suggesting a successful wireless connection between the device and the computer.



Notes:

1. Connect one speaker device to the PC at a time.
2. Connect the USB wireless adapter directly to the PC rather than through a USB hub, or some operational problems can arise.
3. After successful connection, set the HuddlePod Air as the default device in the PC's Control Panel - Sounds and Audio Devices - Play (output) and Record (input). Otherwise, you can select the HuddlePod Air manually in the various software that uses the mic and speaker.
4. **Adjusting the sound volume of the loudspeaker**
During a conference call, if the sound volume of the loudspeaker is too low or too high, you can press the  or  buttons on the device repeatedly to adjust volume to a suitable level. If the sound volume is still not appropriate, you can adjust the sound volume of the loudspeaker further via the PC's audio settings.
5. **Adjusting the sound volume of the microphone**
During a conference call, if the sound heard by the far end is too low or too high, you can ask the far end to adjust the sound volume on their end. If it's still not adequate, you can adjust the sound volume of the microphone in the PC's audio settings.
6. **Mute the microphone**
During a conference call, to mute your mic, press  button on the device. The mute indicator light will be on. You can still hear the sound of the far end, but the far end can't hear your mic. To cancel mic mute, press  button on the device again. The mute indicator light will be off and the indicator triangular lights of the microphone will be on.
7. **Mute the loudspeaker**
During a conference call, press  button to turn off the sound of the built-in speaker and the mute indicator of loudspeaker will turn on. To turn the sound of the loudspeaker back on, press  button and the mute indicator light of the loudspeaker will turn off.



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8. End the conference call

Use the call control features in your conferencing software to end the call

B. Music Playback and audio output port

This device can be used as an external speaker for computer equipment. Using music player software on the computer, you can hear music playback through the speaker on the device. Also, a headphone can be connected to the 3.5mm audio output port on the device, or an active speaker can be connected to realize high-quality amplification and wider-range speech broadcasting and music playback. In this application, you can press to mute the speaker on the device (the bottom left indicator will turn blue). The external speaker or headphones will still play.
[Device only supplies left/mono channel audio]



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To Obtain the Best Performance.....

1. Install the product in a dry place with good ventilation, avoiding direct sunlight, vibration, moisture and cold. Keep away from heat sources and dust.
2. Keep the product far from motors, transformers and other electronic equipment to avoid electrical or magnetic interference.
3. Never install the product near electrical appliances such as induction cookers or microwave ovens to prevent operation failure caused by electromagnetic waves or magnetic fields.
4. Keep hands dry when connecting or disconnecting any cables to prevent electric shock.
5. Never use brute force when connecting cables, which may cause a fire, electric shock, product damage, a short or an open circuit.
6. Unplug all cables before cleaning the product.
7. Never use any chemical solvent to clean the product.
8. Unplug all cables if you do not intend for long-term use of this product.
9. Never loosen the screws on the product, which may cause poor sealing, reduce the functional qualities and violate the warranty.
10. Please do not put device into a fire, which may cause an explosion.
11. If there is any leakage from the unit, please do not touch the battery or the leaking substance, as the battery may be damaged.
12. Never try to repair the product by yourself. If you find any problems, please contact your dealer.

Troubleshooting.....

- **Audio is not coming out of HuddlePod Air Speaker**
 - Is the HuddlePod Air Turned On? If there are no LEDs lit on the Pod, press and hold the Power button for 3 seconds. If no LEDs light, the battery is discharged. Charge the battery or use the Pod with AC power adapter connected.
 - Is the HuddlePod Air Connected to the PC? Does the lower left LED (above the speaker mute button) blink? If so, the wireless adapter is not connected to the PC. This LED will stop blinking once the adapter is successfully connected. Make sure that the PC with adapter is within the wireless signal range of the Pod.
 - Check the audio parameters in the (wirelessly connected) PC's operating system. For example, in Windows, check the "Sound" Control Panel and make sure that the HuddlePod Air is selected as the active "playback" device.
- **Microphone is not working on the HuddlePod Air**
 - (See power and connectivity checks above).
 - Check the audio parameters in the (wirelessly connected) PC's operating system. For example, in Windows, check the "Sound" Control Panel and make sure that the HuddlePod Air is selected as the active "Recording" device.



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Specs.....

Model Number: HP-AIR-BK

Microphone Features

- Echo Cancellation 256 channel echo cancellation
- Audio Output Max 18dB w/ auto level control
- Noise Cancellation Intelligent NC up to 16dB
- Digital EQ Built-in Digital EQ for stable audio
- Battery Life 6 Hours
- Interface USB 2.0 & 3.5mm Audio Out

Wireless Speakerphone Specifications

- Weight: 0.8 lbs (0.4kg)
- Dimensions: 7" Diameter x 1.5" Height (178mmD x 38.1mmH)
- Operating Temperature: Temp 32 - 104° F (0~40° C), Humidity 20%-85%
- Compatibility: MS WIN7/8, Mac 10.5+, Android 4.4+
- USB Cable: Supplied for power + charging only
- RF frequency range: 2.400 GHz - 2.4835 GHz
- Certifications: CE Mark (R & TTE Directive), FCC