



Speakerbus

Quick Start Guide ARIA Hoot

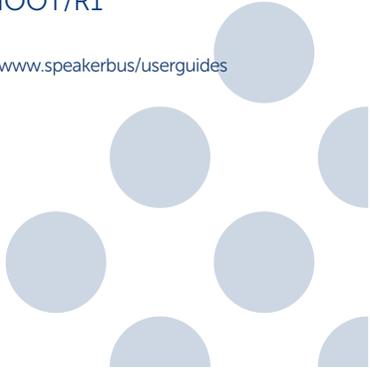
Revision 1

Published Date: 16 February 2022
Guide Reference: QSARIAHOOT/R1

For the ARIA Hoot user guide please visit www.speakerbus/userguides or scan the QR link.



speakerbus.com



SIGNING IN

There are two ways to sign into ARIA Hoot depending on the configuration set by your organisation:

- Using Speakerbus credentials
- Using your organisation's Active Directory credentials

To sign into ARIA Hoot:

1. When using Active Directory, select  to select the network domain associated with your account. You only need to do this when you first sign in as the device will remember your choice for future logins. This step is only available for Active Directory sign in.
2. Enter user name and password into **User ID** and **Password**.
3. Ensure the correct **CloudBase** is selected.
4. Lastly, select **SIGN IN**.

SIGNING OUT

To sign out of ARIA Hoot:

1. Select the  softkey.
2. Select **Sign Out**.
3. Select **YES** on the **CONFIRM** pop up message.

AUDIO PREFERENCES

To set ARIA Hoot's microphone and speaker audio preferences:

1. Select the  softkey, then **Preferences**.
2. Select your microphone and speaker preferences.
3. Select **OK**.
4. Select the  softkey, then **Reset**.
5. When resetting a 'CONFIRM' dialog will be displayed. Select **YES** to confirm reset.

TALKING ON A MRD/HOOT SPEAKER CHANNEL (PUSH TO TALK)

To talk on a MRD/Hoot speaker channel:

1. Select and hold down the associated speaker channel, area outlined in magenta below.
- 
2. Talk whilst selecting the associated speaker channel.
 3. Release to return the speaker channel's state back to monitor mode.

TALKING ON A MRD/HOOT SPEAKER CHANNEL (PUSH TO LATCH)

To latch open a MRD/Hoot speaker channel's microphone:

1. Select the associated speaker channel's red **latch** softkey.



The softkey will turn green.



2. Talk.
3. To unlatch the speaker channel, select the green **latch** softkey.

TALKING ON AN ARD SPEAKER CHANNEL (PUSH TO TALK)

ARD speaker channels in a call default to microphone latched open.

To set an ARD call to push to talk during a call rather than latched open:

1. Select the green **latch** softkey.



OR

Select the area highlighted in magenta below.



The **latch** softkey will turn red.



2. To press to talk, select and hold down the associated speaker channel, area outlined in magenta below.



3. Talk whilst selecting the associated in call ARD speaker channel.
4. Release to return the speaker channel's state back to monitor mode.

CLEARING AN ARD CALL

To clear an ARD call, select the speaker channel's **clear**  softkey.

ANSWERING A RINGING CALL

To answer a ringing call, select the speaker channel's **answer**  softkey.

BARGING INTO A BUSY ELSEWHERE CALL

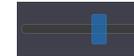
To barge into a busy elsewhere call, select the speaker channel's **barge-in**  softkey.

LISTEN ONLY SPEAKER CHANNELS

Listen only speaker channels display the **listen-only** state  icon.

SPEAKER CHANNEL VOLUME

To adjust the volume level of a speaker channel, drag the blue volume slider to the left to reduce volume and right to increase volume.



MUTE/UNMUTE A SPEAKER CHANNEL

To mute a speaker channel:

1. Select the **mute speaker channel** softkey.



2. The **mute speaker channel** softkey will turn red.



3. To unmute, select the red **mute speaker channel** softkey which will return to grey.

LAYOUT VIEW



NOTIFICATION TOOLBAR



The notification toolbar provides access to:

	User Menu		Recording Configuration Status
	Speaker Status		Health Status
	Do Not Disturb		System Menu

SPEAKER CHANNEL



A speaker channel provides access to:

	Latch open a speaker channel's microphone		Speaker channel volume
	Mute/unmute speaker channel		Solo speaker channel mode

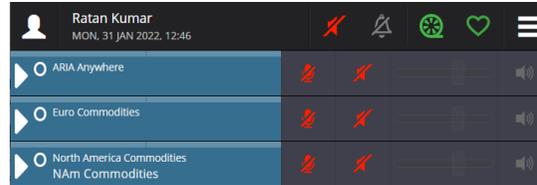
MUTE ALL SPEAKER CHANNELS

To mute all speaker channels:

1. Select the **speaker status** softkey located in the notification toolbar outlined in magenta below.



2. All **speaker channel** softkeys will turn red.



3. To unmute, select the red **speaker status** softkey.



This will return all speaker channel mute speaker volume softkeys to unmuted (grey) as displayed in step 1.

SOLO MODE

To mute all speaker channel volumes apart from the selected speaker:

1. Select the appropriate speaker channel's **solo mode** softkey.



The speaker channel's **solo mode** softkey will turn green. All other channels turn red (muted).



Also the **speaker status** softkey located in the notification toolbar will turn orange.



2. To deactivate solo mode either select the **solo mode** or **speaker status** softkey.

DO NOT DISTURB

To activate do not disturb:

1. Select the **do not disturb** softkey.



The softkey will turn blue and red.



Inbound calls will continue to flash but will not sound until do not disturb is deactivated.

2. To deactivate do not disturb, select the green and blue **do not disturb** softkey.

DESKTOP NOTIFICATIONS

This option when active displays desktop pop-up style notifications of incoming calls. Default is set to 'ON'. Please adjust any pop up blockers in your browser settings to allow ARIA Hoot to send desktop notifications.

To deactivate desktop notifications:

1. Select the softkey, then **Preferences**.
2. Toggle **Desktop Notifications** from 'ON' to 'OFF'.
3. Select **OK**.

To activate desktop notifications:

1. Select the softkey, then **Preferences**.
2. Toggle **Desktop Notifications** from 'OFF' to 'ON'.
3. Select **OK**.