

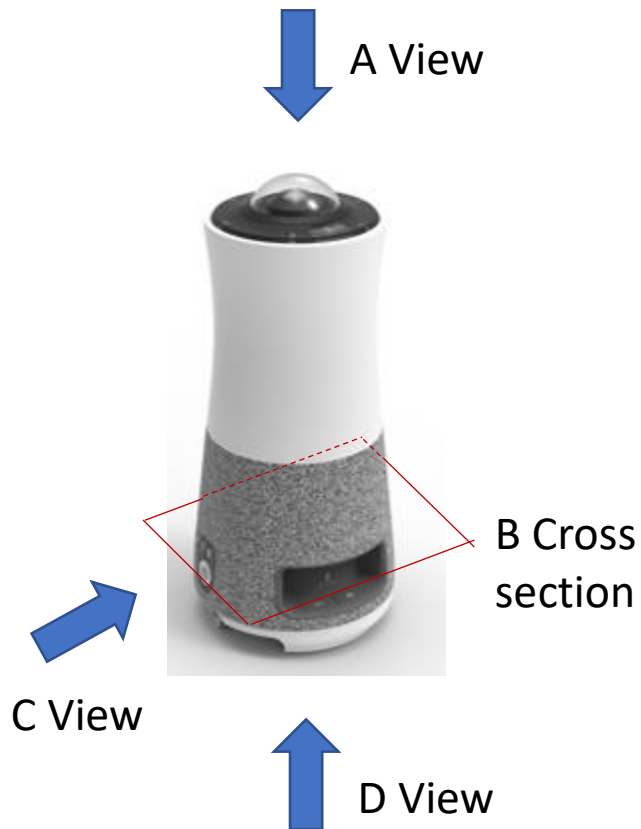
Meeting Device manual

FCC ID:BBP-WLANG01

FCC ID:BBP-OTE0A81

IC:144D-WLANG01

overall Structure



A View

Top surface

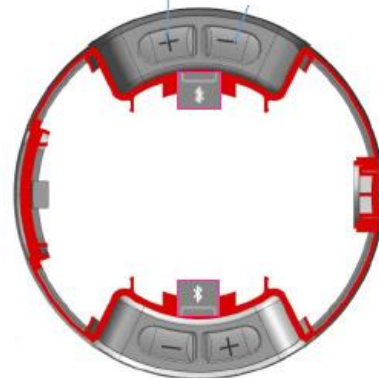


B Cross section

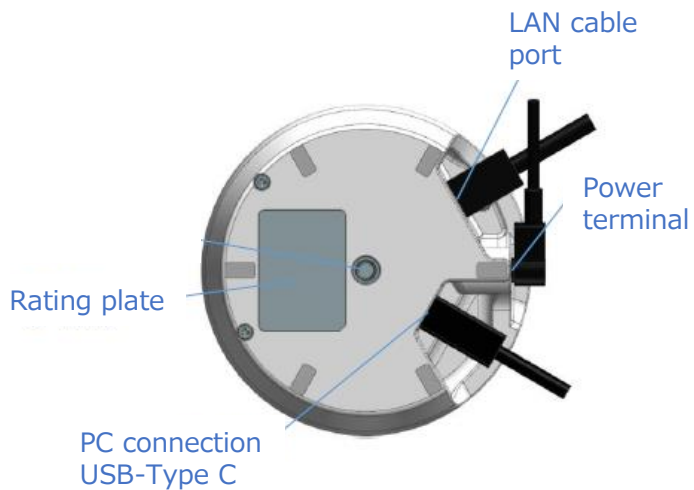
side dent part

Volume control (UP) button

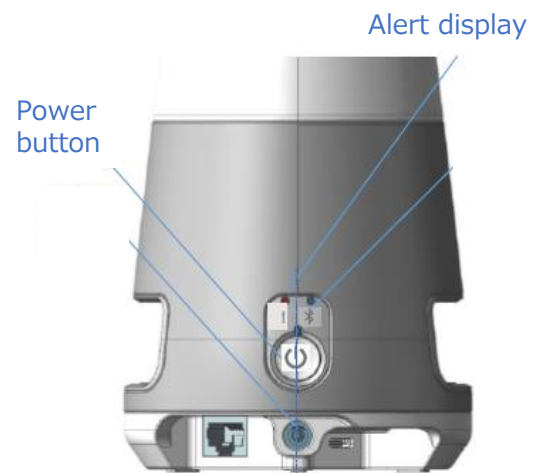
Volume control (DOWN) button



D View

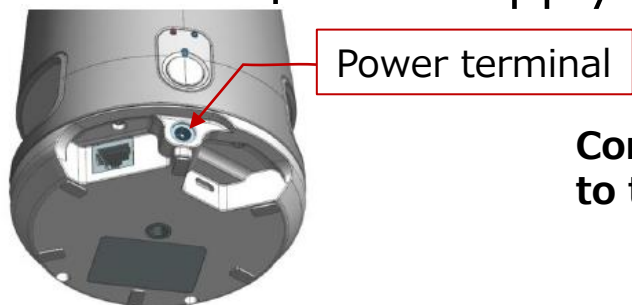


C View



1 Get ready for a meeting

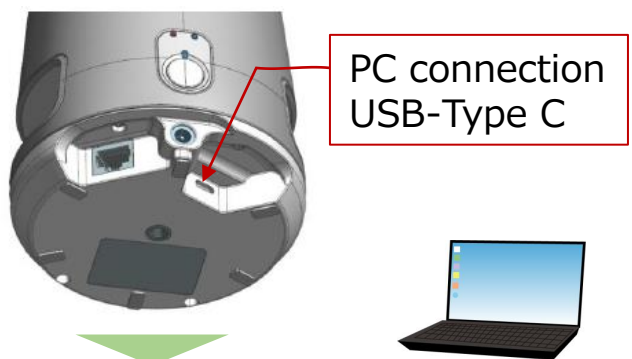
Connect the power supply



Power terminal

Connect the power connector to the power terminal.

Connect the device

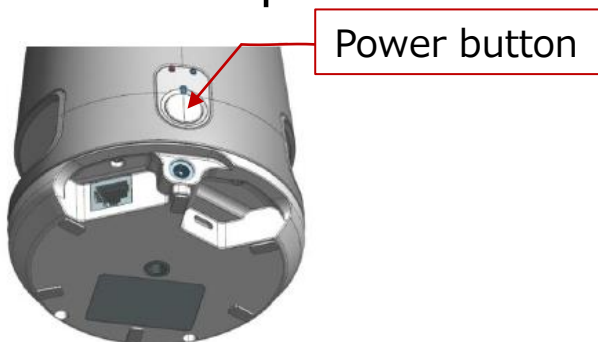


PC connection
USB-Type C

Connect the device and PC with a USB cable.



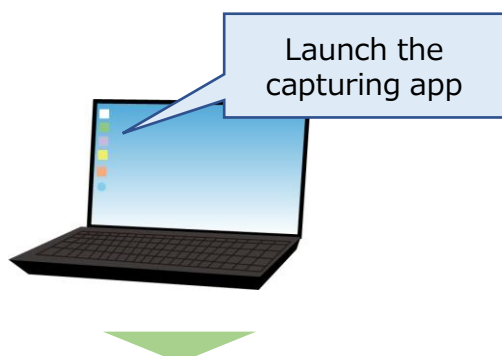
Turn on the power



Power button

Press the power button to turn on the power.

Launch the capturing PC app



Launch the
capturing app

Launch the capturing PC app.

2 Start a meeting

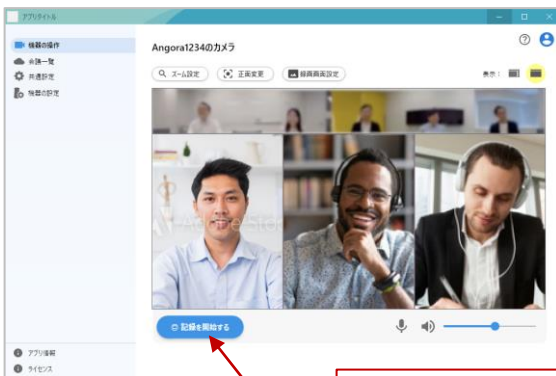
Launch a video meeting app



Launch a video meeting app

3 During a meeting

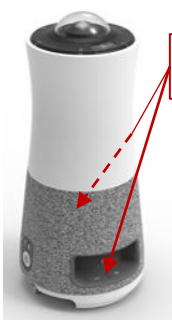
Record a meeting



Press the "Recording start button" of the capturing PC app. Start recording the meeting.

Recording start button

Adjust a speaker volume



Volume control button

Press the volume control button on the side recess of the main unit, Adjust a speaker volume (There are two places, either is acceptable)

Mute a microphone



Microphone mute button

Press the microphone mute button on the top of the main unit, Mute the microphone. (There are two places, either is acceptable)

4 End a meeting

Quit the capturing PC app and a video meeting app.



- Press the recording stop button.
- Quit the capturing PC app and a video meeting app.

Recording stop button

power off



Power button

Press the power button to turn off the power.

Disconnect the device



PC connection
USB-Type C

Disconnect the device with a USB cable.

Product Spec

- camera: 360° ,1080p Full HD
- microphone: three microphones, Beamforming
- speaker: Three 3W speakers
- connection: USB3.1
- network connection:
 - LAN cable
IEEE 802.3 10BASE-T/100BASE-TX/1000BASE-T
 - wireless LAN
Wi-Fi
Wi-Fi type: 802.11a/b/g/n/ac
2.4GHz: 2.412GHz~2.472GHz
5GHz: 5.18GHz~5.24GHz、
5.26GHz~5.32GHz、 5.5GHz~5.7GHz

Bluetooth type: Bluetooth5.0

- Compatibility: Windows、 Mac
- size: $\phi 90 \times \phi 110 \times 243.4\text{mm}$
- weight: 1160g
- Operating environment
temperature : 10~32°C
- Environment when not in use
temperature : 0~43°C
- Environment during transportation and storage
temperature : -20~60°C
- Maximum altitude : 3,048m

Accessories Spec

AC adapter

input: AC100-240V 50-60Hz 0.8A

output: 12V, 3.0A, 36.0W Max

AC Cable Cord Length

< Japan >

input: ~AC125V、 ~ 7A

plug type (IN) : JISC8303

connector type (OUT) : JISC8358

< USA >

input : ~ AC125V、 ~ 7A

plug type (IN) : UL498、 UL817、 CSA.Std.C22.2

connector type (OUT) : IEC60320-1 Standard Sheet C7

< EU >

input : ~ AC250V、 ~ 2.5A

plug type (IN) : EN50075 : 1990

USB cable

USB(C)-USB(C) 1.8m Ver3.1

1. Safety Information for This Machine

Safety Information

When using this machine, the following safety precautions should always be followed.

Safety During Operation

In this manual, the following important symbols are used:

 WARNING

Indicates a potentially hazardous situation which, if instructions are not followed, could result in death or serious injury.

 CAUTION

Indicates a potentially hazardous situation which, if instructions are not followed, may result in minor or moderate injury or damage to property.

Safety Precautions to Be Followed

This section explains safety precautions that should always be followed when using this machine.

Environments where the machine can be used

This section explains safety precautions about environments where the machine can be used.

WARNING

- Do not place vases, plant pots, cups, toiletries, medicines, small metal objects, or containers holding water or any other liquids, on or close to this machine. Fire or electric shock could result from spillage or if such objects or substances fall inside this machine.
- Do not use flammable sprays or solvents in the vicinity of this machine. Also, avoid placing these items in the vicinity of this machine. Doing so could result in fire or electric shock.

CAUTION

- Keep the machine away from humidity and dust. Otherwise a fire or an electric shock might occur.
- Do not place the machine in an unsafe environment such as on an unstable or tilted surface. If it falls over, an injury might occur.
- Do not place the product or use it in an environment where it might get wet such as from snow, rain, or being near water. Doing so could result in fire or electric shock.
- Do not use the product on soft material such as paper or cloth that might get sucked into the vent. Doing so may cause heat buildup inside the product, resulting in malfunction, burns, or fire.
- Do not place the power cord and connection cable in a way that might cause someone to trip and fall. The product might fall over and cause an injury.
- Do not place or store the product in a location where direct sunlight or heat generation might occur. The heat may deform or wear out the exterior parts or negatively affect internal parts. Doing so could result in fire.

Handling power cords, power cord plugs, and AC adapter

This section explains safety precautions about handling power cords, power cord plugs, and AC adapter.

WARNING

- Do not use any power sources other than those that match the specifications shown. Doing so could result in fire or electric shock.
- Do not damage, break, or modify the power cord or AC adapter. Also, do not place heavy objects on the power cord, or pull the cord or bend it severely. Doing so could result in fire or electric shock.
- The supplied power cord is for use with this machine only. Do not use it with other appliances. Doing so could result in fire or electric shock.
- It is dangerous to handle the power cord plug with wet hands. Doing so could result in electric shock.
- Do not use the AC adapter or connection cable if it is deformed, cracked, or damaged. Doing so could result in fire or electric shock. If the AC adapter or connection cable is deformed, cracked, or damaged, contact your service representative to request a replacement cable.
- When using an extension cord or power strip, only connect equipment whose total power consumption is within the power rating for the extension cord or power strip. If the power rating is exceeded, it may cause heat buildup and result in fire.

CAUTION

- Push the power plug all the way into the power outlet. Do not use a power outlet with a loose connection. Doing so may result in heat buildup. Plug the power cord and AC adapter in the correct direction into the base. If they are not plugged in correctly, it could result in smoke, fire, or electric shock.
- If this machine is not going to be used for several days or longer at a time, disconnect its power cord from the wall outlet.
- When disconnecting the power cord from the wall outlet, always pull the plug, not the cord. Pulling the cord can damage the power cord. Use of damaged power cords could result in fire or electric shock.
- Be sure to disconnect the plug from the wall outlet and clean the prongs and the area around the prongs at least once a year. Allowing dust to build up on the plug constitutes a fire hazard.
- When performing maintenance on the machine, always disconnect the power cord from the wall outlet.
- Do not disassemble or modify the AC adapter. Doing so may result in burns or electric shock. Contact your service representative if the AC adapter needs repaired.
- Do not wrap the power cord or connection cable around the AC adapter. If the power cord or connection cable is damaged or the inner wire is exposed, it may result in fire, electric shock, or burns.

CAUTION

- It is recommended that you do not touch the AC adapter when using the product. Possible heat buildup in the AC adapter may cause burns.

Handling the machine

This section explains safety precautions about handling the machine.

WARNING

- If the machine emits smoke or odours, or if it behaves unusually, you must turn off its power immediately. After turning off the power, be sure to disconnect the power cord plug from the wall outlet. Then contact your service representative and report the problem. Do not use the machine. Doing so could result in fire or electric shock.
- If metal objects, or water or other fluids fall inside this machine, you must turn off its power immediately. After turning off the power, be sure to disconnect the power cord plug from the wall outlet. Then contact your service representative and report the problem. Do not use the machine. Doing so could result in fire or electric shock.
- Do not touch this machine if a lightning strike occurs in the immediate vicinity. Doing so could result in electric shock.
- Keep the polythene materials (bags, etc.) supplied with this machine away from babies and small children at all times. Suffocation can result if polythene materials are brought into contact with the mouth or nose.
- If the machine topples, or if a cover or other part gets broken, you must turn off its power immediately. After turning off the power, be sure to disconnect the power cord plug from the wall outlet. Then contact your service representative and report the problem. Do not use the machine. Doing so could result in fire or electric shock.

CAUTION

- Do not place the product on other equipment or vice versa. Doing so may cause heat buildup inside the product or cause the other equipment to malfunction.
- Do not scratch or hit this product with a hard object. Doing so may result in damage, a malfunction, or injury.

Handling the machine's interior

This section explains safety precautions about handling the machine's interior.

WARNING

- Do not remove any covers or screws other than those explicitly mentioned in this manual. Inside this machine are high voltage components that are an electric shock hazard. Contact your sales or service representative if any of the machine's internal components require maintenance, adjustment, or repair.
- Do not attempt to disassemble or modify this machine. Doing so risks burns and electric shock.

Moving

This section explains safety precautions about moving the machine.

CAUTION

- Unplug the power cord from the wall outlet before you move the machine. While moving the machine, take care that the power cord is not damaged. Failing to take these precautions could result in fire or electric shock.

Operating Environment

Installation Requirements

WARNING

- Do not place vases, plant pots, cups, toiletries, medicines, small metal objects, or containers holding water or any other liquids, on or close to this machine. Fire or electric shock could result from spillage or if such objects or substances fall inside this machine.
- Do not use flammable sprays or solvents in the vicinity of this machine. Also, avoid placing these items in the vicinity of this machine. Doing so could result in fire or electric shock.
- Keep the product and attachments out of the reach of children. If the product is near children, it might fall over and cause an injury.

CAUTION

- Keep the machine away from humidity and dust. Otherwise a fire or an electric shock might occur.
- Do not place the machine in an unsafe environment such as on an unstable or tilted surface. If it falls over, an injury might occur.
- Do not place the product or use it in an environment where it might get wet such as from snow, rain, or being near water. Doing so could result in fire or electric shock.
- Do not install the machine in a poorly ventilated place. Heat inside it may cause a fire.
- Do not place the cord of the AC adapter and connection cable in a way that might cause someone to trip and fall. The product might fall over and cause an injury.
- Do not place or store the product in a location where direct sunlight or heat generation might occur. The heat may deform or wear out the exterior parts or negatively affect internal parts. Doing so could result in fire.
- Do not expose the product to salt air or corrosive gas. Also, do not place the product in a laboratory or other location where a chemical reaction might occur. Doing so may cause the product to malfunction.

- Do not use or store this machine in a place that is exposed to soot, cigarette smoke, or any other type of smoke. Doing so may soil the machine, resulting in shorter product life and lower video quality.
- Abrupt changes in temperature may cause drops of water to form inside the machine, resulting in a phenomenon called dew condensation. Continuing to use the machine in this condition may lead to product failure or malfunction. If dew condensation forms, wait until the drops of water evaporate before using the machine.
- Do not use this machine when it is improperly positioned or oriented. Doing so may lead to failure or shorten the product life.

Use this machine in an environment that meets the following conditions:

Preventing the deterioration of sound quality

- Keep objects that may cause the sound quality to deteriorate away from the microphone or speaker.
- Blocking both the microphone and speaker may cause the sound quality to deteriorate.
- Do not place devices that generate noise, such as projectors or computers, near the machine.
- When using the machine in a room where sound echoes, try keeping your voice as low as possible during meetings to avoid distracting echoes.
- Make sure there is sufficient space between this machine and the wall.
- Do not install the machine in a poorly ventilated place.
Heat inside it may cause a fire.

FCC statements:

This device complies with part 15 of the FCC rules. Operation is subject to the following two conditions:

- (1) this device may not cause harmful interference, and
- (2) this device must accept any interference received, including interference that may cause undesired operation.

NOTE: The manufacturer is not responsible for any radio or TV interference caused by unauthorized modifications or changes to this equipment. Such modifications or changes could void the user's authority to operate the equipment.

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Federal Communication Commission (FCC) Radiation Exposure Statement

When using the product, maintain a distance of 20cm from the body to ensure compliance with RF exposure requirements.

(FCC ID: BBP-WLANG01, FCC ID: BBP-OTE0A81)

IC statements

RSS - Gen & RSS - 247 statement:

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence.

L'exploitation est autorisée aux deux conditions suivantes :

- (1) l'appareil ne doit pas produire de brouillage, et
- (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

Attention : exposition au rayonnement de radiofréquences

Cet équipement est conforme aux limites d'exposition aux radiofréquences IC fixées pour un environnement non contrôlé et aux Lignes directrices relatives à l'exposition aux radiofréquences (RF).

Co - location

Ce transmetteur ne peut pas être installé en colocation ou être utilisé avec une autre antenne ou transmetteur, quel qu'en soit le type.

This Class B digital apparatus complies with Canadian ICES-003.

(Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.)

This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions:

- (1) this device may not cause interference, and
- (2) this device must accept any interference, including interference that may cause undesired operation of the device.

Under Industry Canada regulations, this radio transmitter may only operate using an antenna of a type and maximum (or lesser) gain approved for the transmitter by Industry Canada. To reduce potential radio interference to other users, the antenna type and its gain should be so chosen that the equivalent isotropically radiated power (e.i.r.p.) is not more than that necessary for successful communication.

(IC: 144D-WLANG01)

CE statements

Do not use the device in the environment at too high or too low temperature,
never expose the mobile phone under strong sunshine or too wet environment.

The suitable temperature for the product and accessories is 10°C-32°C.

RF exposure information: The Maximum Permissible Exposure (MPE) level has been calculated based on a distance of d=20 cm between the device and the human body. To maintain compliance with RF exposure requirement, use product that maintain a 20cm distance between the device and human body.

Operation Frequency		Max. EIRP
Bluetooth: 2402 MHz ~ 2480 MHz		9.92 dBm
WLAN 2.4G: 2412 MHz ~ 2472 MHz		17.51 dBm
WLAN 5G:	5180 MHz ~ 5240 MHz	15.37 dBm
	5260 MHz ~ 5320 MHz	15.68 dBm
	5500 MHz ~ 5700 MHz	16.76 dBm
	5745 MHz ~ 5825 MHz	12.87 dBm

The device for operation in the band 5150-5350MHz (for IC:5150-5250MHz) is only for indoor use to reduce the potential for harmful interference to co-channel mobile satellite systems.

	AT	BE	BG	CH	CY	CY	DE	DK
	EE	EL	ES	FI	FR	HR	HU	IE
	IS	IT	LI	LT	LU	LV	MT	NL
	PL	PT	RO	SE	SI	SK	TR	UK(NI)
	UK							

This charger is for indoor use only. The charger type is PA1030-2T2, output voltage/current is 12Vdc/3A. The plug considered as disconnect device of adapter.

This product can be used across EU member states.

EU Regulatory Conformance

Hereby, RICOH COMPANY LTD. declares that this device is in compliance with the essential requirements and other relevant provisions of Directive 2014/53/EU.

