

# Poly G40

See the Regulatory Notices for all regulatory and safety guidance prior to configuration.

Avant de procéder à la configuration, veuillez consulter les Avis de réglementation, afin de prendre connaissance des recommandations en matière de sécurité et de réglementation.

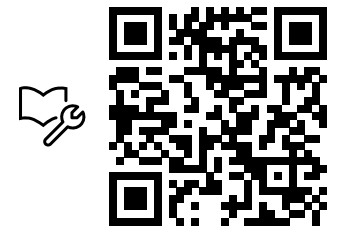
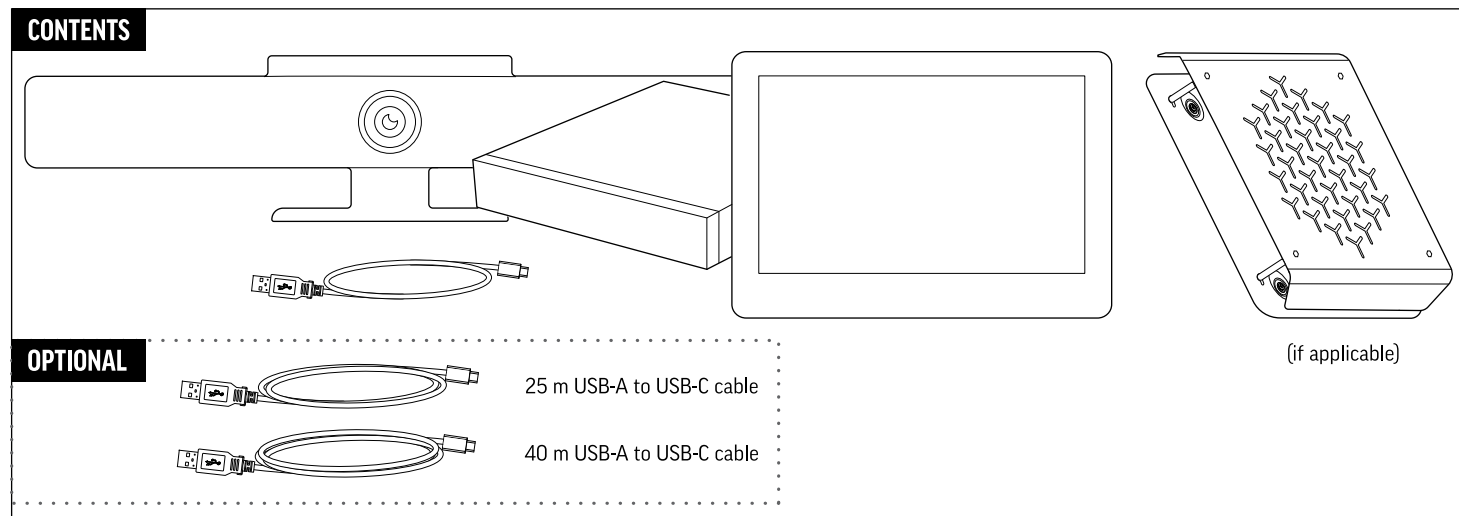
## Get Started

Before you begin, make sure that you have the following:

- Network preparation (See [Prepare your environment for Microsoft Teams Rooms](#))
- Microsoft Teams Room License (See your Office 365 Admin Center and [Licenses for Microsoft Teams Rooms](#))
- Account credentials (See [Configure accounts for Microsoft Teams Rooms](#))
- USB keyboard and mouse
- Display HDMI cable(s)
- Phillips #1 screwdriver and flathead screwdriver

Unpack the Poly Studio, Poly GC8, Conferencing PC, 10 m USB-A to USB-C cable, and mounting kit (if applicable) from their boxes.

**Note:** To avoid changes to the video configuration, do not use the Poly Studio remote control.



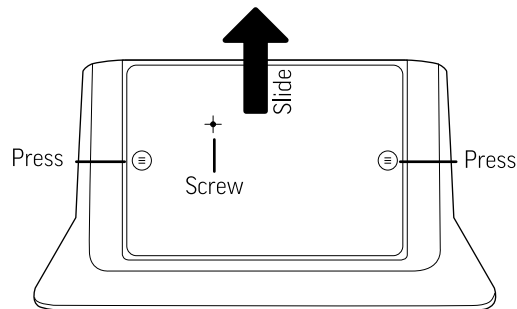
[support.polycom.com/mtrsetup](https://support.polycom.com/mtrsetup)

For support, go to [Poly Support](#).

For Warranty information, see the [Polycom Product Warranty Guide](#).

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1. (Optional) Mount the Conferencing PC using the mounting kit. Refer to the *Poly G Series PC Mounting Kit Setup Sheet*.
2. Remove the bottom panel from the Poly GC8: loosen the screw with a Phillips #1 screwdriver, turn the GC8 faceup, press the rubber circles on each side, and slide the panel off.



3. Remove the cable guard from the Poly GC8 using a flathead screwdriver.
4. Using the supplied USB-A to USB-C cable, connect the Conferencing PC (USB-A) to the Poly GC8 (USB-C). See the cabling diagram on page 3.
5. (Optional) Connect an additional PC/laptop for content sharing to the Poly GC8 (using an HDMI/HDMI Mini cable).
6. Replace the cable guard in the Poly GC8 and replace the bottom panel and tighten the screw.
7. Connect the Poly Studio and display (using an HDMI cable) to the Conferencing PC.
8. (Optional) Connect a second display to the Conferencing PC.
9. Connect the Conferencing PC to Ethernet.
10. Connect the keyboard and mouse to the Conferencing PC.
11. Plug in and power on the Poly GC8 and then plug in and power on the other components.

The Conferencing PC may reboot more than once. Do not shut down the Conferencing PC during this process.

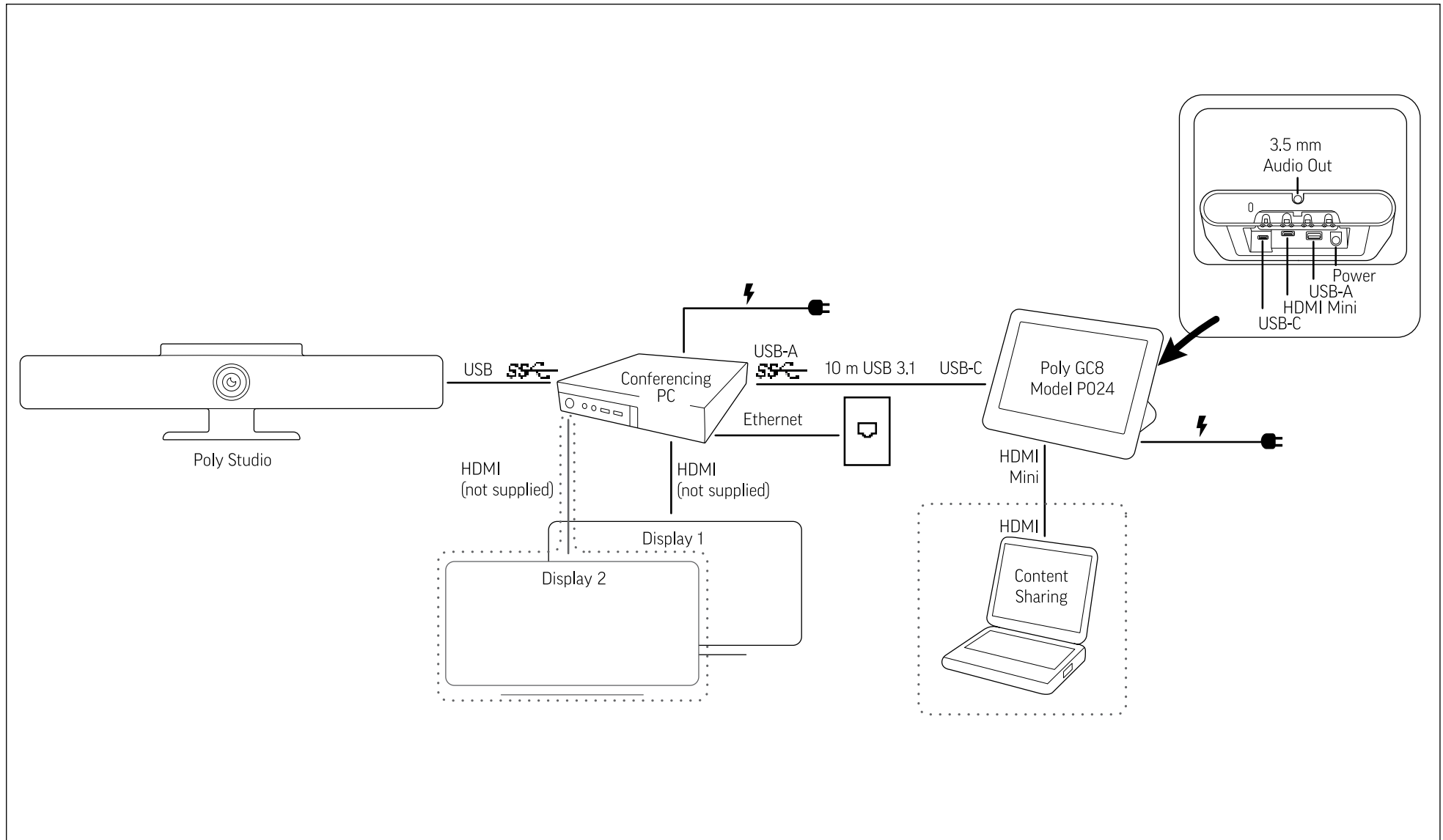
12. Complete the Windows Out-of-Box Setup using your keyboard and mouse. See [Initial setup for Microsoft Teams Rooms](#).
  - a. Choose your region.
  - b. Choose your keyboard layout.
  - c. Add a second keyboard. Select **Skip**.

The Conferencing PC reboots and then loads Microsoft Teams Rooms.

13. Complete the Microsoft Teams Rooms Out-of-Box Setup.
  - a. Accept the Microsoft Software License Terms.
  - b. Enter your Microsoft Teams Rooms account information. See [Configure accounts for Microsoft Teams Rooms](#).
  - c. Select the appropriate **Supported Meeting Mode** based on the preferred default application.
    - Skype for Business (default) and Microsoft Teams
    - Skype for Business and Microsoft Teams (default)
    - Skype for Business only
  - d. Enable **Modern Authentication**.
  - e. Complete Exchange sign-in if your mailbox has an alternate SMTP address.
  - f. Click **Finish**.

The system restarts.

The Conferencing PC may reboot more than once. Do not shut down the Conferencing PC during this process. When complete, the Microsoft Teams Rooms Setup screen appears on the GC8.



This product cannot be connected directly to the telecommunications circuits (or public wireless LANs) of any telecommunication carriers (e.g., mobile communications carriers, fixed communications carriers, or internet providers). In the case of connecting this product to the Internet, be sure to connect it via a router.

14. Complete your configuration. For detailed instructions, see [Initial setup for Microsoft Teams Rooms](#).
  - a. Click **More > Settings**.
  - b. Enter admin password: **sfb**
  - c. Configure additional settings.
    - Account: Correct or change the email or password, if needed.
    - Device: Enable **Dual monitor mode** if using a second monitor.
    - Peripherals:
      - » Change audio devices, if necessary.
      - » **Speaker for Conferencing** and **Default Speaker** are the same.
      - » When using the “magic whiteboard” functionality, content cameras can be configured. Note that this is not the People camera, which is set automatically by the Microsoft Teams Rooms application. See [Content camera for Microsoft Teams Rooms](#).

When complete, the Conferencing PC reboots one more time.

15. After connecting all peripherals to the system, perform a Windows Update. When the Poly GC8 requires updates, the screen turns black while the firmware is updating, which can take up to 5 minutes. After the firmware updates, the Poly GC8 restarts and returns to regular operation automatically.

## Accessibility Features

For information on software accessibility features, see [Accessibility support for Microsoft Teams](#).

The Poly GC8 provides a 3.5 mm audio out jack so that people who are hard of hearing can use third-party assistive technology peripherals.

## Connect the optional Icron USB Extension Solution

Connect the Icron USB Extension Solution to extend USB 3.1 devices over a single CAT cable.

### To connect the optional Icron USB Extension Solution:

1. Connect the USB-B end of the USB 3.1 cable to the Local Extender (LEX) and connect the other end to the Conferencing PC.
2. Power on the Local Extender (LEX).
3. Connect one end of the Ethernet CAT-6a/7 cable to the Local Extender (LEX) and connect the other end to the Remote Extender (REX).
4. Power on the Remote Extender (REX).
5. Connect the USB-A end of the USB 3.1 cable to the Remote Extender (REX) and connect the USB-C end to the Poly GC8.

