

Ava® Teleport App for Webex End User Guide

Thank you for using the Ava Teleport Webex App. We're always eager to receive your feedback at support@avarobotics.com.

Overview

The Ava Teleport App for Webex is an Embedded App for Webex which allows the organizer and host of a Webex Meeting to easily bring an Ava into a meeting and control it from within the Webex Meeting app.

Requirements

- An Ava account with access to at least one site with an available Ava Telepresence Robot
- A Webex meeting organized and hosted by you (e.g. your personal room or a scheduled meeting you organized)
- Webex organization settings and robot configuration to support this app, which the administrator will have implemented (for IT admin configuration, please see the Ava Telepresence Administrator's Guide at www.avarobotics.com/documents)

Using the App

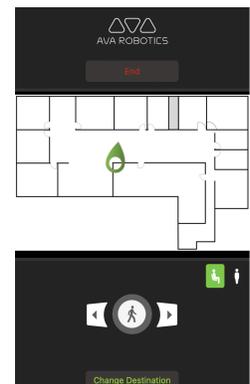
Starting an Ava session within a Webex meeting:

- Start a Webex Meeting
- Click on the Apps button, and then launch the app "Ava Teleport"
- Log in with your Ava credentials (an Ava domain or org ID e.g. "home" or "home.ava8.net", your username, your password)
- On first use, you will also be asked to re-enter your Webex credentials to grant the app permission to access meeting information
- If you have access to only one site, the Ava session will start automatically. If you have access to more than one site, you will be prompted to choose
- Upon start of the session, the Ava will join the meeting as a video participant and will you have control

In the session page, you will see a floor plan with an indication of Ava's position at the site, and a control panel with basic controls.

To move Ava, you can use the in-app joystick control, double-click any point in the floor plan to have Ava move there, or use Change Destination feature to send Ava to pre-configured points.

When you are done using Ava, click End.



Frequently Used Controls

Control	Action
	The movement joystick. Hold down the left mouse button and drag in the direction you want to go. If you want to move to the side without turning, click and hold the side-step arrows on either side of the joystick.
	Stand/sit, with the current state in green. Click to change your height.
	Stop at the current position. (Appears only when Ava is traveling autonomously.)

Additional Controls Using Your Keyboard

In addition to the basic controls available in the control panel, many other controls are available using your keyboard. Keyboard controls will only be operational when Ava App has active focus within Webex.

Note for Windows Users: if the 'Shift' button is clicked 5 times continuously or pressed for over 8 seconds, Windows will prompt to disable sticky keys. For a better experience, consider disabling the sticky keys.

Function	Keys
Move forward/back, or rotate right/left	Use arrow keys up/down, or right/left Use Shift+Arrow for increased speed forward or in rotation
Side stepping right or left	'A' and 'D' keys
Zoom in or out	'2' and '1' keys on main keyboard (not on a numeric keypad)
Camera tilt up or down	'W' and 'S' keys
Reset camera view	'R' key
Robot stand/sit	'O' and 'L' keys
Stop Ava during motion	'ESC' key
Autoframe* - Ava orients itself to people on view and moves closer (if no obstacles present)	'F' key
Volume up or down (project your voice out of robot)	']' and '[' keys

*Autoframe may not be available in your region. Please consult your Ava representative for more information.

Error Messages

During usage, you may encounter situations in which you are not able to successfully use the app.

If you see this error message...	This likely means...
You should be the meeting organizer and meeting host to use this feature.	Your Webex account does not have permission to get meeting information. Ask the meeting organizer or host to bring Ava into the meeting.
You must grant permission in order to use this capability. Please log out of this app and try again.	You declined to grant permission for the app to use webex integration. Restart the app and grant permission when requested.
This Webex meeting does not support the ability for SIP dial-in. Please contact your Webex administrator for assistance.	The meeting does not have a dial-in address. Contact your Webex administrator so that your meeting can have this capability enabled.