

## Tabletop ZRTP Series • Setup Guide

### IMPORTANT NOTE:

Go to [www.extron.com](http://www.extron.com) for the complete user guide, installation instructions, and specifications.



## Mounting the Desktop Touchpanel

The touchpanel has a weighted base that allows it to be placed on any suitable flat surface. For additional security, the touchpanel can be attached to a table or desktop.

1. Connect an Ethernet cable to the LAN/PoE input (see figure 1, **E**) and run the cable through the cable guide (**D**).
2. Drill two holes through the desktop from underneath, 3.07 inches (78 mm) apart.
3. Attach the touchpanel with two #8-32 screws through the desktop from underneath into the two mounting holes in the base of the unit (**A**).

The touchpanels can also be mounted with the optional Extron SMA-2 swivel mount adapter, which allows them to be secured to the table and to swivel up to 180° in either direction. Attach the SMA-2 to the mounting holes in the base (**A**) and follow the instructions in the SMA-2 Swivel Mount Adapter Kit User Guide.

## Base

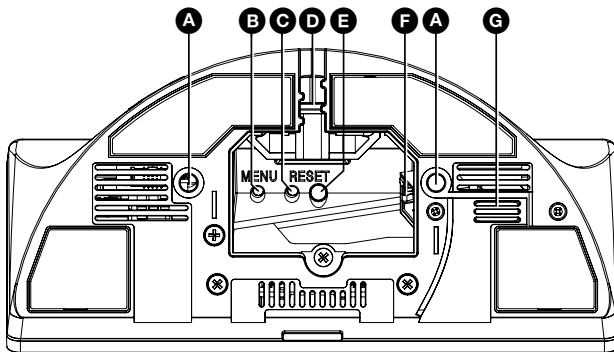


Figure 1. Base of Touchpanel

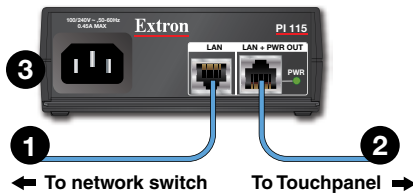


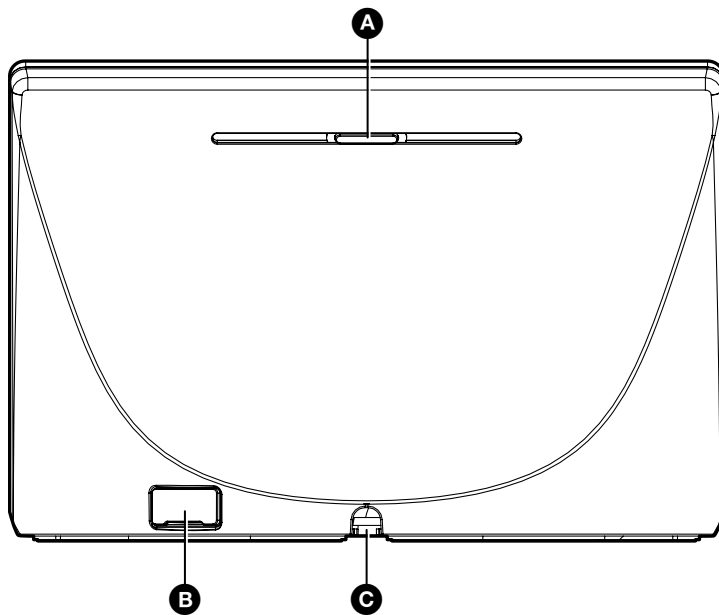
Figure 2. Connecting to a Power Injector

### ATTENTION:

- Do not power on the touchpanels or control processors until you have read the ATTENTION in the "Connecting Power" section of the *Zoom Room Touchpanel User Guide*.
- Ne branchez pas les écrans tactiles ou les contrôleurs avant d'avoir lu la mise en garde dans la section « Connecting Power » du *Zoom Room Touchpanel User Guide*.

- A Mounting holes (2)** — See "Mounting the Desktop Touchpanel", above.
- B MENU button** — Allows user to enter or exit the setup menu.
- C RESET button** — Allows the user to carry out a factory firmware reset.
- D Cable guide** — The LAN/PoE cable is inserted through this hole at the back of the base.
- E RESET LED** — Provides feedback for reset modes (see the *Zoom Room Touchpanel Series User Guide* at [www.extron.com](http://www.extron.com)).
- F LAN/PoE Connector** — Attach the LAN/PoE cable to this RJ-45 port. The power injector must be purchased separately. Figure 2 shows the Extron PI 115. Your power injector may look different.  
  
Connect a straight-through Ethernet cable from the power injector to a switch or router (see figure 2, **1**). This cable carries network information from the switch or router to the power supply input. A second straight-through cable carries the network information and 48 VDC from the power injector to the touchpanel (**2**). Connect the IEC power cord to a convenient 100 VAC to 240 VAC, 50-60 Hz power source (**3**).
- G Speaker** — A single speaker provides audible feedback for the user.

## Rear Panel Features



- A Status light** — Provides system feedback.
- B USB-A port** — Compatible with USB 2.0. The port is concealed behind a plastic cover, which can be removed with a small, flat-bladed screw driver.
- C Cable guide** — The LAN/PoE cable is inserted through this hole at the back of the base (see [figure 1, E](#), on page 1).

Figure 3. Rear of Touchpanel

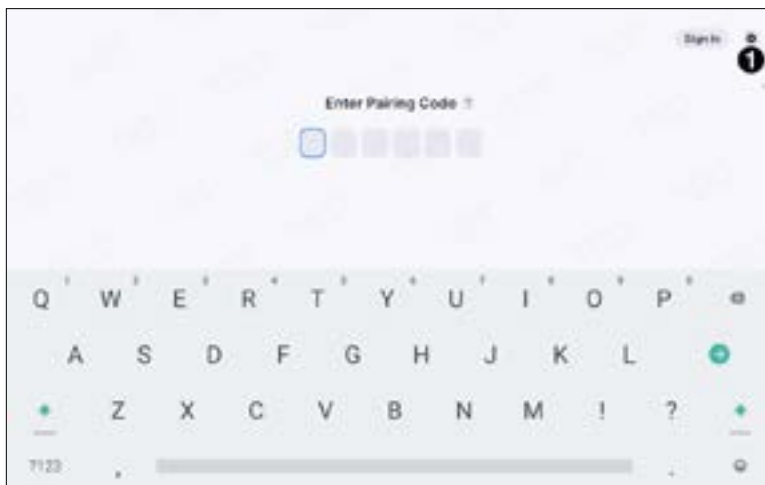
## Configuration

1. When the device is powered on for the first time, select **Zoom Rooms Controller** and click **Next**.



**Figure 4. Select a Use for the Device**

2. Click the **Settings** (gear) icon (see figure 5, ❶).



**Figure 5. Click Settings Icon**

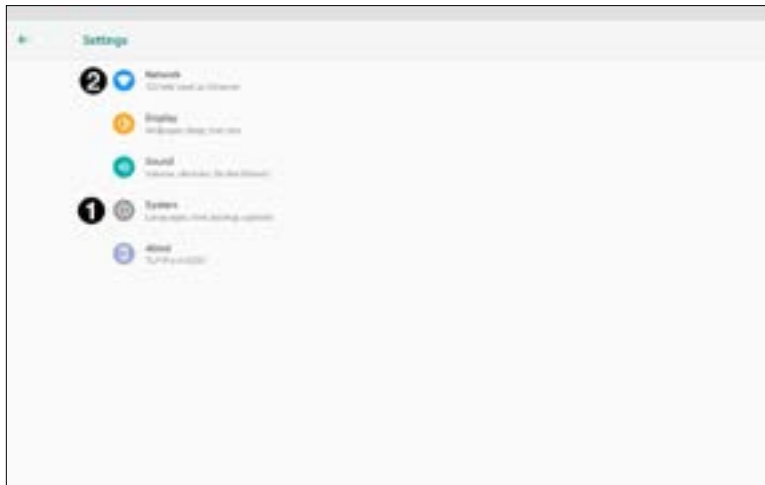
3. Click **System Settings** (see figure 6, ❶).



**Figure 6. Settings Menu**

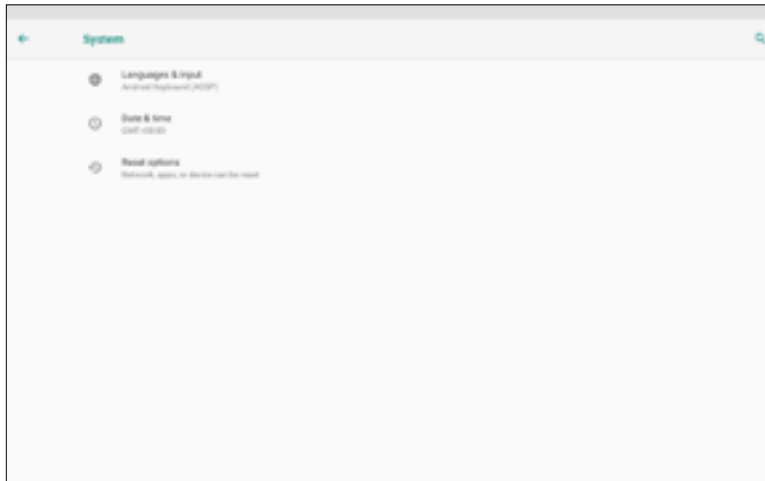
The Settings menu opens.

4. Click **System** (see figure 7, ❶).



**Figure 7. Settings Menu**

The System menu allows you to configure **Date & Time** and **Language**.



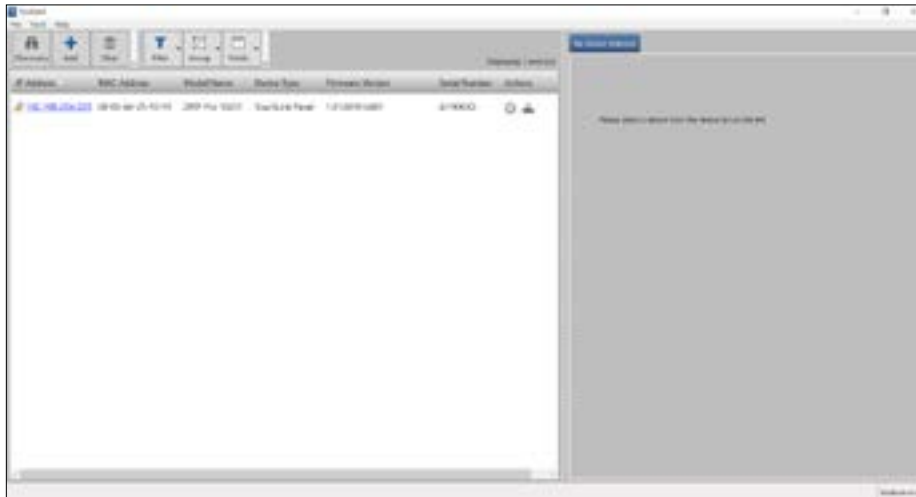
**Figure 8. System Menu**

5. Click **Languages & input** and use the options to select the language used by the application.
6. Return to the System menu and click **Date & time**. Use the options to set the date and time automatically, or to set the date, time, and time zone manually. You can also toggle between a 12-hour or 24-hour clock.
7. Return to the Settings page and click **Network** (see figure 7, ❷).
8. Use the toggle switch to select DHCP enabled or disabled.
  - If DHCP is enabled, the unit Host Name can be configured. All other network settings are read-only.
  - If DHCP is disabled, consult your network administrator to obtain a valid network IP address, Gateway address, Subnet mask, and DNS server.

**NOTE:** For more information about using the setup menu to configure the touchpanel, see the *Zoom Room Touchpanel User Guide*, which is available at [www.extron.com](http://www.extron.com).

## Updating Firmware

1. Open Toolbelt.
2. Discover or manually add the device.



**Figure 9. Toolbelt — Discover Devices**

3. Select one or more devices to update from the Device list.
  - Single device selection — **<Right click>** on a single device and select **Update Firmware**.
  - Multiple device selection — To select multiple devices:
    - a. Hold down **<Shift>** and click on a range.
    - b. **<Right click>** and select **Update Firmware** or click the **Update Firmware** icon in the Actions column.
4. Open the Firmware Uploader window by clicking **Tools > Firmware Uploader...**



**Figure 10. Toolbelt — Firmware Loader**

5. Enter the credentials for each device if prompted.
6. Click **Begin**. Firmware Uploader begins to upload the selected firmware to the selected devices.

The update process goes through the following states:

- **Idle** — no upload taking place
- **Uploading** — pre-installation
- **Verification** — start of installation
- **Installation** — installing selected firmware version on device
- **Completion** — firmware upload successful

For more information about using Toolbelt to update firmware, see the *Toolbelt Help File* at [www.extron.com](http://www.extron.com).

For information on safety guidelines, regulatory compliances, EMI/EMF compatibility, accessibility, and related topics, see the [Extron Safety and Regulatory Compliance Guide](#) on the Extron website.