

RAS 200I[®]

Getting Started Guide



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About This Guide

This document, the Polycom *RAS 200I Getting Started Guide*, describes how to set up the Polycom® RAS™ 200I server for use in the Polycom® Unified Collaboration for IBM® Lotus® Sametime® and IBM Lotus Notes®.

Documentation Resources

In addition to this guide, the available documentation that describes the Polycom RAS 200I server includes:

- *RAS 200I Release Notes*
- *RAS 200I Administrator's Guide*

Setting up the Polycom RAS 200I Server

This chapter describes the set up steps for the Polycom® RAS™ 200I server:

- [“Inspecting the Package”](#)
- [“Specifying Required Materials and Equipment”](#)
- [“Ensuring System Safety”](#)
- [“Identifying System Connections and Controls”](#)
- [“Setting up the System”](#)

Inspecting the Package

Inspect the shipping box for the system and record any damage. If the system has been damaged, file a claim with the delivery carrier.

Note Polycom is not responsible for damage sustained during reshipment of this product.

The package includes the following items:

- Polycom RAS 200I server, with preinstalled conferencing management application software
- Power cord
- Rack-mount brackets

Specifying Required Materials and Equipment

The materials and equipment required to set up the system include:

- Polycom RAS 200I server
- Power cord (already included)
- Client computer, with a keyboard, monitor, and mouse

Ensuring System Safety

To ensure system safety, follow these guidelines:

- Keep the area around the Polycom RAS 200I server clean and uncluttered.
- The system weighs about 23 lbs (10.5 kg). To lift the system, two people (stationed one at each end) should lift slowly, with their feet spread apart to distribute the weight evenly. Always keep your back straight and lift with your legs.

Electrical Safety Precautions

To ensure electrical safety, follow these guidelines:

- Note the locations of the power on-off switch on the chassis and the room's emergency power-off switch, disconnection switch, or electrical outlet. If an electrical accident occurs, you can then shut off power quickly.
- Do not work alone when handling high-voltage components.
- Do not use mats designed to decrease static electrical discharge for protection from electrical shock. Use rubber mats that have been designed specifically as electrical insulators instead.
- The power supply power cords must include a grounding plug and be plugged into grounded electrical outlets.

Rack-Mount Safety Precautions

To ensure rack-mount safety, follow these guidelines:

- Determine a suitable location for the equipment rack that holds the system. The location should be a clean, dust-free, well-ventilated area that is near a grounded power outlet. Avoid areas where heat, electrical noise, and electromagnetic fields are generated.
- Ensure that the leveling jacks on the bottom of the rack are fully extended to the floor, so that the full weight of the rack is resting on them.
- In a single-rack installation, make sure stabilizers have been attached to the rack.
- In multiple-rack installations, make sure the racks have been coupled together.
- Make sure the rack is stable before you extend a component from the rack.
- You should extend only one component at a time. If you extend two or more components simultaneously, the rack may become unstable.
- Before you install the rails, determine the placement of each component in the rack.
- Install the heaviest components on the bottom of the rack first, and then work up.
- Use a regulating, uninterruptible power supply (UPS) to protect the system from power surges, voltage spikes, and power failures.
- Allow the power supply to cool before you touch it.
- To maintain proper cooling, keep the rack's front door and all panels and components on the systems closed, except during servicing.

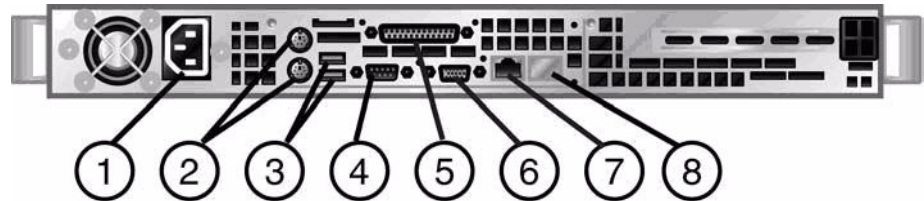
Identifying System Connections and Controls

The system has front and rear panels. The front panel includes five lights:

- Power--Confirms when the system has power.
- HD--Confirms that the hard drive is working.

- LAN1 and LAN2--Confirms when there is LAN traffic
- Temperature--Indicates an overtemperature

The rear panel includes the main power switch and connections for power, network, and Universal Serial Bus (USB) ports, as shown in the following diagram.



The following table describes the items shown in the diagram.

Item	Description	Function
1	Power	Power connection
2	PS/2 ports	Mouse (green) ; Keyboard (purple)
3	USB 0 and 1 ports	Universal serial bus ports
4	COM1 port	RS-232 port
5	Parallel port	Printer cable port
6	Monitor	VGA monitor port
7	LAN1	Ethernet port for network connection
8	LAN2	Disabled

Setting up the System

You must configure the Polycom RAS 200I server before it can be deployed and accessed remotely from a web browser within your network. There are two ways to configure a Polycom RAS 200I server:

- Connect a monitor, keyboard and mouse to the unit and configure it locally

- Configure the unit from a different PC on the network via a web connection

Both connection methods are described here.

To configure a RAS 200I unit locally:

- 1** Make sure that a monitor, keyboard and mouse are available.
- 2** Connect a monitor, keyboard and mouse to the RAS 200I unit and turn it on.
- 3** Log into operating system using the user name **Administrator** and the password **polycom**.
- 4** From Internet Explorer, log into RAS200I unit and complete the First Time Setup. For more information, see [“Logging In the First Time”](#) on page 9.
- 5** If you have already connected the RAS200I unit to the target IP network restart it. Otherwise, turn the RAS200I unit off, connect it to the target IP network, and then power it back up.

To configure a Polycom RAS 200I via a web connection:

- 1** Connect the Polycom RAS 200I server directly to an ethernet port on the PC via a crossover cable or connect both the Polycom RAS 200I server and the PC to the same ethernet switch (or hub) using standard ethernet cables.
- 2** Verify that the Polycom RAS 200I server and the PC are ON.
- 3** Configure the PC network settings of the PC so that it can connect to the Polycom RAS 200I server, by entering the following TCP/IP properties
 - » IP Address: 192.168.1.37
 - » Subnet Mask: 255.255.255.0
- 4** From the PC launch an **Internet Explorer** browser and type the default system IP address (192.168.1.254) into the **Address** field.
- 5** Login to the Polycom RAS 200I server and complete the first time setup. See [“Logging In the First Time”](#) on page 9.

- 6 Turn the Polycom RAS 200I server off, connect it to the target network and power it back up.

Changing the Computer Network Settings

Connected Directly

If you are connected to the Polycom RAS 200I server directly with a keyboard, monitor, and mouse, skip this section and go to [Chapter 2, “Completing the First Time Setup.”](#)

Connected Via Crossover Cable

If you are using a PC connected to the Polycom RAS 200I server via a crossover cable, you must change the TCP/IP settings on the PC to:

- IP Address: 192.168.1.37
- Subnet Mask: 255.255.255.0

To do this, see [“Configuring the PC Network to Connect to the RAS 200I”](#) on page 7.

Connected Via Hub

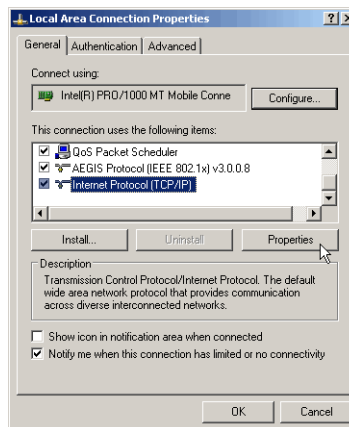
If you are using a PC connected to the RAS 200I server via a hub, you must:

- 1 Change your computer’s network’s settings. To do this, see [“Configuring the PC Network to Connect to the RAS 200I”](#) on page 7.
- 2 Configure the Polycom RAS 200I server. See [Chapter 2, “Completing the First Time Setup.”](#)
- 3 Restore your computer’s original network settings.

Configuring the PC Network to Connect to the RAS 200I

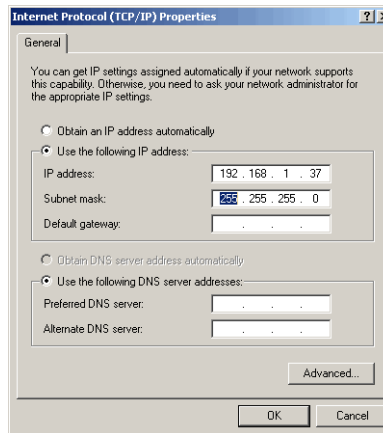
To configure network settings on your local computer

- 1 Record the original IP address and subnet mask of your computer, so that you can restore these values after you have finished system setup.
- 2 From the **Start** menu, choose **Control Panel > Network Connections > Local Area Connection Properties**.
- 3 Select **Internet Protocol (TCP/IP)**, and then click **Properties**.



- 4 In the **Internet Protocol (TCP/IP) Properties** dialog box, enter these settings:
 - **IP address:** 192.168.1.37
 - **Subnet mask:** 255.255.255.0
 - **Default gateway:** Leave blank, or do not change.
 - **Preferred DNS server:** Leave blank, or do not change.

- **Alternate DNS server:** Leave blank, or do not change.



- 5 Click **OK** twice to close the **Internet Protocol (TCP/IP) Properties** and **Local Area Connection Properties** dialog boxes.
- 6 Restart the system.

Completing the First Time Setup

This chapter describes the procedure for setting up the Polycom® RAS™ 200I server for the first time.

Logging In the First Time

The Polycom RAS 200I server provides a default administrator's password for the configuration process. After you have completed system setup, you can change the default password.

To log in to Polycom RAS 200I server

- 1 Open **Microsoft Internet Explorer** and type the system's IP address in the **Address** field.
- 2 When the **Login** screen appears, enter the default administrator's password, **admin**.

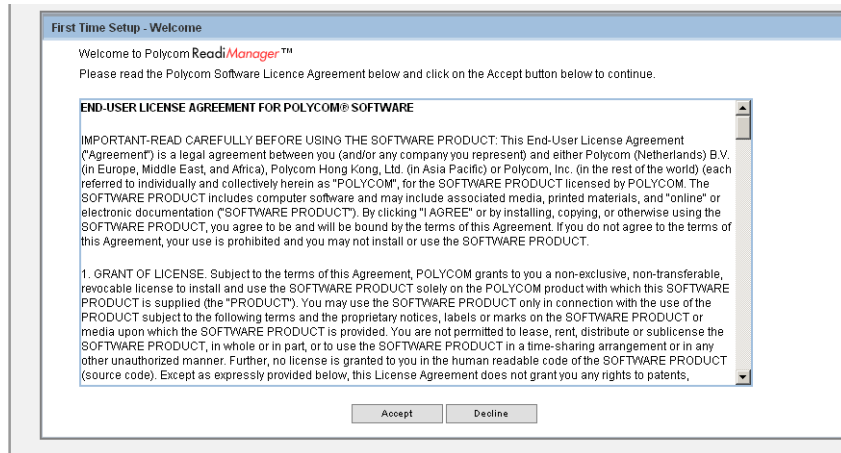
Figure 2-1 Login Screen



3 Click **Login**.

The **First Time Setup - Welcome** screen appears.

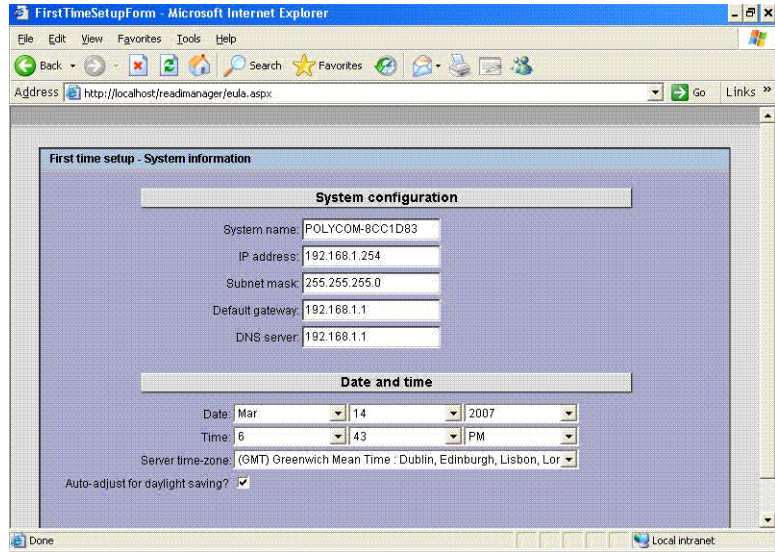
Figure 2-2 First Time Setup - Welcome Screen



4 Read the license agreement and click **Accept** to accept the terms and continue.

The **First Time Setup - System Information** screen appears.

Figure 2-3 First Time Setup - System Information Screen



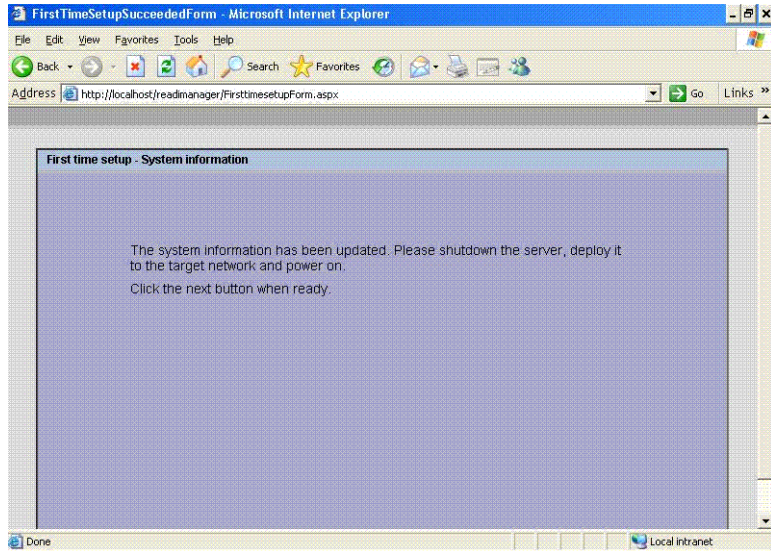
- 5** Enter the following information for your Polycom RAS 200I server. If you are not sure what values to use, contact your IT administrator.

System Setup Item	Description
System Name	Enter the NetBIOS name of the Windows server. The name must be between 6 and 16 characters. Dashes and underscores may be included in the name.
IP Address	Enter the static IP address for the unit. This IP address should be different from the default IP address shipped with the system so that it will be accessible on the network.
Subnet Mask	Enter the network subnet mask for the server IP address.
Default Gateway	Enter the static IP address of the gateway to be used by the server.
DNS Server	Enter the IP address of the DNS Server to be used by the server.
Current Date	Enter the current date. This will become the date for the system.
Current Time	Enter the current time. This will become the time for the system.
Server Time Zone	Set the time zone for where the server will reside.
Auto adjust for daylight savings?	Check this box if you want the time to be automatically adjusted during daylight savings time.

6 Click **Next**.

The **First Time Setup - Completed** screen appears.

Figure 2-4 *First Time Setup - Completed Screen*



7 Click **Next** and follow the on-screen instructions, which request that you shut down the Polycom RAS 200I server, deploy it to your network, and turn it on.

Obtaining Software Licensing Information

You must provide the license activation key and serial number for tracking purposes.

To obtain a software license activation key

- 1 Locate and record the Polycom RAS 200I server serial number:
_____.

To locate the serial number:

- Log in to Polycom RAS 200I server as the administrator.
- Choose **System Setup > Licensing**.

The serial number appears in the middle of the **Licensing** screen.

- 2 Go to **<http://polycom.com/activation>**.
- 3 Log in or create a **New User Account**.
- 4 Select **Product Activation**.
- 5 In the **Single License Number** section:
 - a Enter the software license number listed on the license certificate and the serial number you recorded in step 1.
 - b Click **Generate**.
 - c When the activation key appears, record it in the space provided:

_____ - _____ - _____ - _____

To enter the activation key in RAS 200I

- 1 Go to **System Setup > Licensing**.
- 2 On the **Licensing** screen, enter the new activation key and click **Add**.

The activation key and license appear in the list.

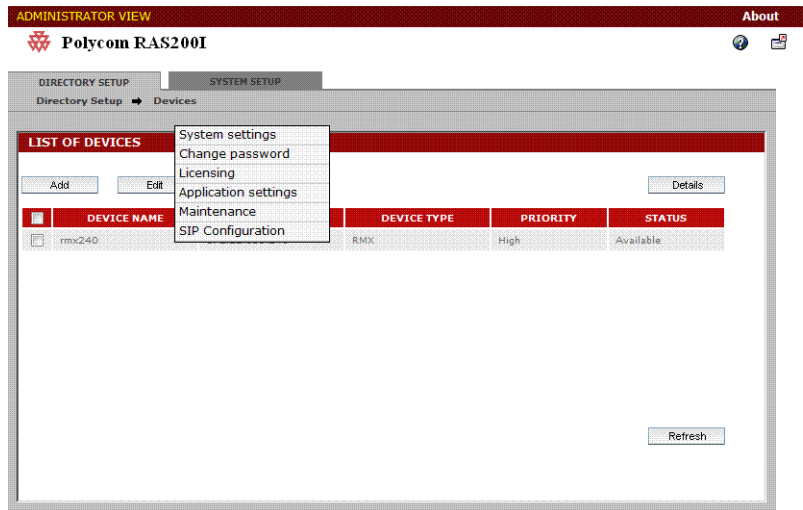
Changing the Configuration



After the first time setup is finished, you can change the Polycom RAS 200I server configuration. For instructions, see the *RAS 200I Administrator's Guide*.

Navigating in RAS 200I

Figure 2-5 shows the primary navigational elements in Polycom RAS 200I server.

Figure 2-5 Navigation in Polycom RAS 200I



- Menus and buttons at the top of the screen provide access to features. When you point to a menu, it expands to show available screens.
- To select an item in a list on any screen, in the selection column, click the check box next to that item.
- Click the question mark, , to download a PDF file of the *RAS 200I Administrator's Guide*.
- Click the red arrow, , to log out of Polycom RAS 200I server.

System Specifications

This chapter lists the electrical, physical, environmental, and regulatory compliance specifications for the Polycom® RAS™ 200I server.

Electrical

- **Power supply:** 260 watts (Model Number SP262-1S, Part Number PWS-0055)
- **AC voltage:** 100 to 240 volts auto-range

Physical

- **Form factor:** Mini 1U, 17-inch rack-mount
- **Height:** 1.7 in. (44 mm)
- **Width:** 16.7 in. (424 mm)
- **Depth:** 14 in. (356 mm)
- **Gross weight:** 23 lbs (10.5 kg)

Environmental

- **Operating temperatures:** 10° C to 35° C (50° to 95° F)
- **Storage temperatures:** -40° C to 70° C (-40° to 158° F)
- **Relative humidity:** 8% to 90% (non-condensing)

Regulatory Compliance

Electromagnetic Emissions

- FCC Class B
- EN 55022 Class B
- EN 61000-3-2 or EN 61000-3-3
- CISPR 22 Class B

Electromagnetic Immunity

- EN 55024 or CISPR 24
- EN 61000-4-2 through EN 61000-4-6, EN 61000-4-8, and EN 61000-4-11

Safety

- EN 60950-compliant or IEC 60950-compliant
- UL Listed (USA)
- CUL Listed (Canada)
- TUV Certified (Germany)
- CE Marking (Europe)