



## Getting Started with PlaceCam

Multilayer state of the art video conferencing

**PlaceCam V3 is very easy to use.**

You must have a webcam and speakers/microphone, or a headset with built in microphone to use PlaceCam. We strongly suggest using a headset. All hardware is available from your local computer equipment supplier.

### Step 1: Download a Trial Version

After you [download a trial version](#), just follow the instructions in the emails you will receive. You MUST, of course, provide us with a real email address at which you can be contacted.

**The first email** will acknowledge your application for a trial version of PlaceCam. In it are instructions for you to register your PlaceCam V3 trial. Just click the appropriate link in the email to take you to the registration page.

**The Registration Page** asks you to confirm your information and enter a password that you want PlaceCam to use when you start it.

**The second email** tells you your login information and how to download your trial version. It also gives you other information on using PlaceCam V3.

**Please Retain All Emails** you receive from our website.

## Step 2: Install PlaceCam

The PlaceCam installation program will:

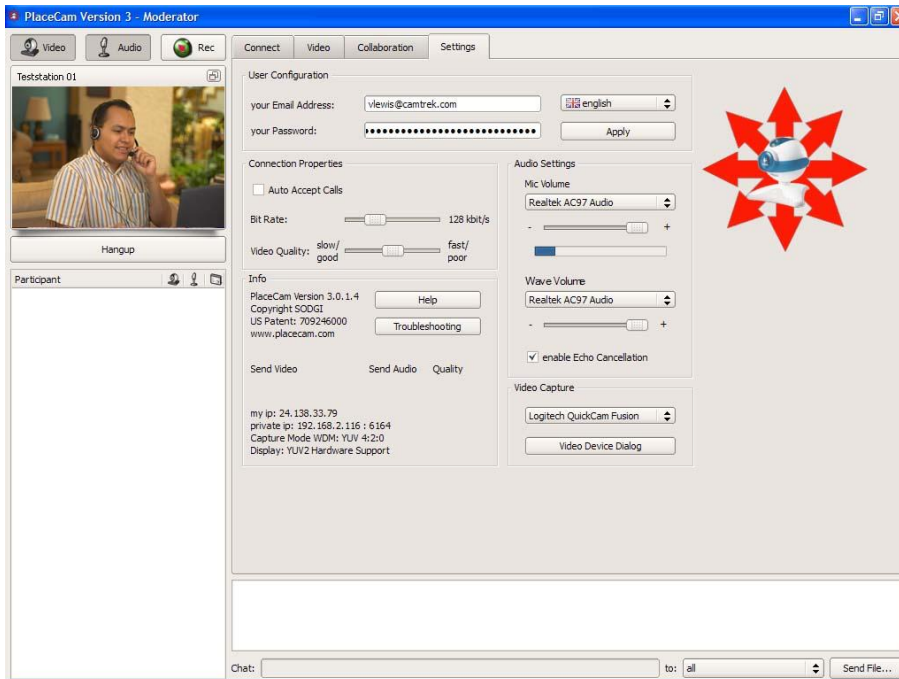
1. Install PlaceCam V3 in your Program Files directory.
2. Create shortcuts on your Start Menu, Desktop and Quick Launch bar to run PlaceCam V3.
3. Install the necessary video and audio files to let you run PlaceCam V3.
4. Ask you to run a soundtest to ensure your speakers and microphone are operation correctly. We strongly recommend you run the soundtest. It is available in your start menu if you have to use it again later.
5. You are now ready to start PlaceCam V3.

For those who have a firewall that does not let you download executable files, zipped version is available on the [PlaceCam Downloads Page](#)

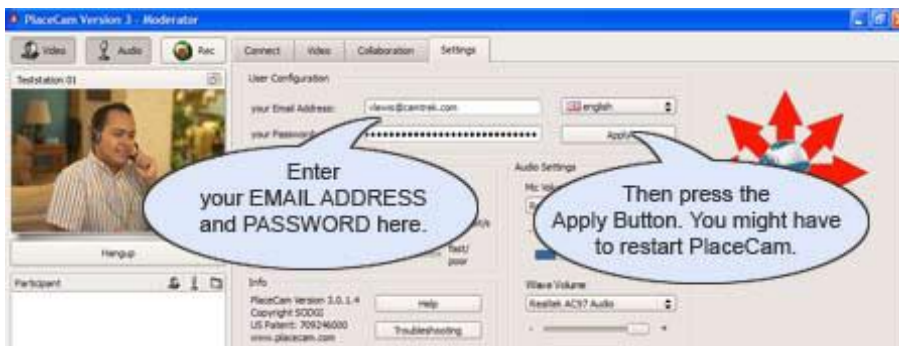
## Step 3: Start PlaceCam and Connect

When you have downloaded and installed PlaceCam, just start it in the usual way you run Windows Programs, from the start menu or the icon on your desktop.

When PlaceCam starts, you must enter the email address and password that you selected to connect PlaceCam V3 to our servers. That information is found on the **PlaceCam Settings Tab**



Enter your email address and password as shown below, in the User Configuration box:

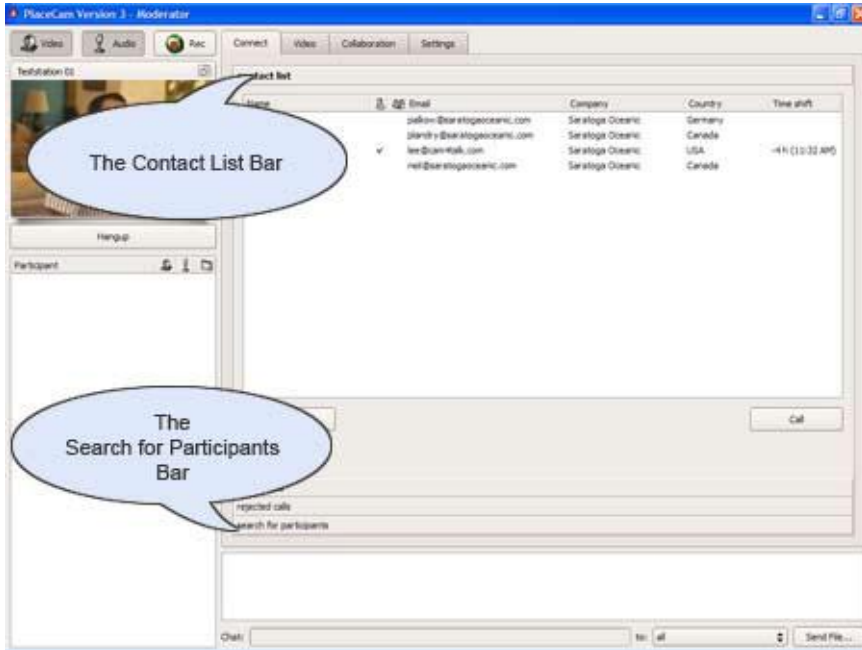


After you apply your new email address and password, close PlaceCam and start it again.

You will now be connected to our servers and can participate in video conferences.

# Step 4: Making Your First Call

To make your first call, start on the **Connections Tab**:



You will have at most one entry in your contact list if this is your first time on PlaceCam.

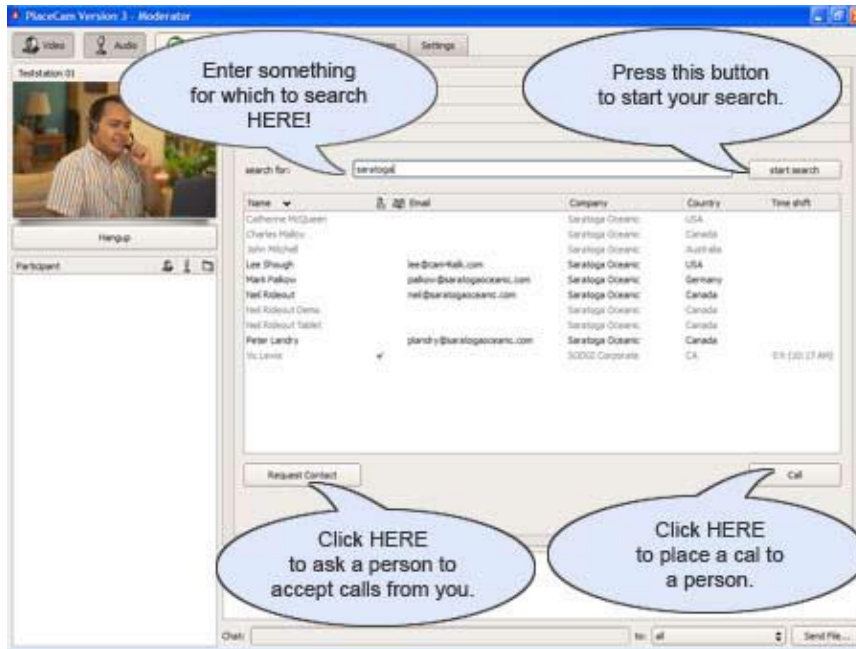
If you have bought PlaceCam, or downloaded a trial version from one of our representatives, you should start by calling him/her on PlaceCam. To start that, click the 'Search for Participants' bar on the bottom of the connection window:

To start searching for people you know on PlaceCam, press the Search for Participants Bar at the bottom of the connections tab screen. A search window will be displayed in place of the original contact list.



Enter your search information into the search box as shown. You can search for all or part of **Names, Email Addresses, Companies**.

After you press the 'Start Search' button, the results of your search will appear in the large window.



Notice that email addresses are not displayed (unless they are already in your contact list). PlaceCam protects its users and will not display their emails unless they give you permission to contact them. There are three people in the search shown who have not accepted the Request for Contact.

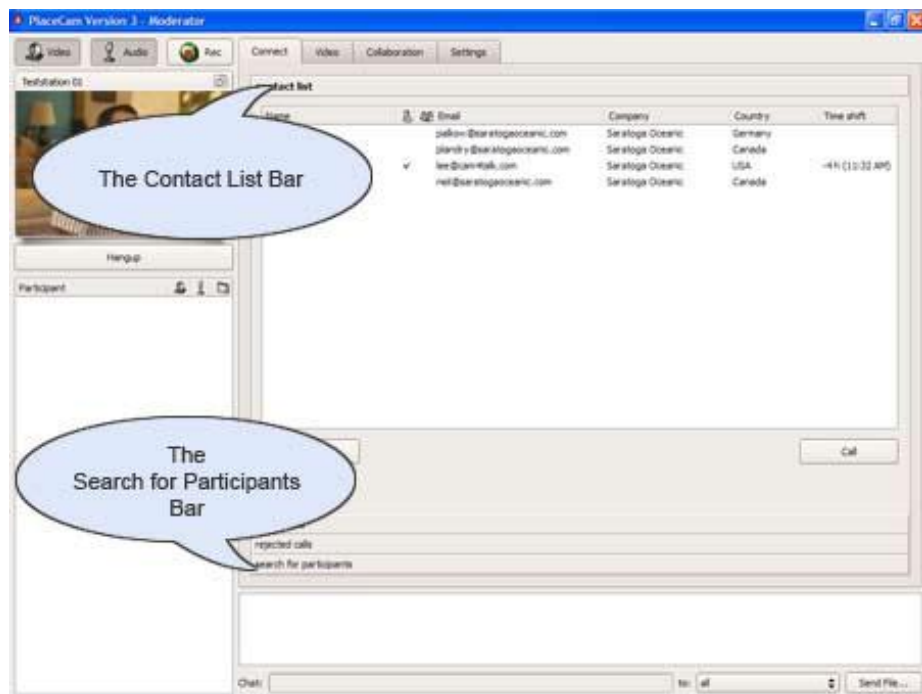
If a person is on line, there will be a check mark in column 2.

If a person is on line and already engaged in a conference, there will be a check mark in both columns 2 and 3.

If the user is already in your contact list, his/her names will already be displayed and you can call him/her directly from the search tab by pressing the 'Call Button', if the user is on line (a check mark appears beside his/her email address in columns 2 or 3).

If the email address is not displayed, you will have to request that user to accept calls from you by pressing the 'Request Contact' Button.

Now, if you return to your contact list, by pressing the 'Contact List Bar' you will see those in your contact list.



Again, if the email address is not shown, that person has not agreed to let you call him/her.

If there is ONE check mark displaying, it will be in the second column and will mean the user is on line and ready to accept calls. You can place a call to the user by pressing the 'Call' button.

If there are TWO checkmarks showing, the user is already in a conference. You can call that person, but if he/she is engaged in a private conversation, your call might be rejected. Try calling later.

**Now, enjoy the finest video conferencing program available!**

**The PlaceCam Team at**

**SaratogaOceanic Development Group Inc.**