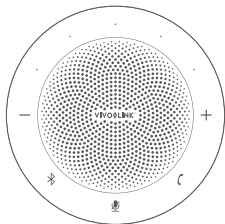


VIVO LINK™

PROFESSIONAL AV SOLUTIONS



Speakerphone User Manual

Note: All the pictures in this manual are for reference only, please refer to the actual product.

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1. Important Information

This manual Contains the precautions and the product usage. Please read and understand all the instructions before using the device. The damage caused by failure to follow the instructions is not covered by the warranty. Please keep this manual properly.

2. Safety Warnings and Precautions

2.1. Be careful of electric shock or fire!

2.1.1. This device is not waterproof, please keep it dry; if water is immersed in this product, please shut down immediately and contact the customer service centre according to the prompt provided by the customer service centre before using it again.

2.1.2. Never place this device and accessories

near the burning flames or other heat sources, including direct sunlight.

2.1.3. This device should be turned off and unplugged before lightning storms.

2.2. Be careful of short circuit or catching fire!

2.2.1. Before connecting this device to an electrical outlet, please make sure that the power supply voltage matches the voltage value printed on the back or

bottom of the product. Never connect the product to an electrical outlet when the voltage is different.

2.3. Be careful of injury or harm this speaker!

2.3.1. Never place this device or any objects on a power cord or other electronic devices.

2.3.2. If this product is transported at a temperature below 5°C, please unpack

the product and wait until the temperature reaches room temperature before connecting it to a power outlet.

- 2.3.3. This product comes with sharp objects, please handle it carefully so as to avoid injury to the user or scratching the appearance of the product or damaging the internal parts of the product!

2.4. Be careful overheat!

2.4.1. Never install this device in an enclosed space. Always leave at least 4 inches space around the product for ventilation.

2.5. Children's health

2.5.1. This device and accessories may contain some small parts, please keep them out of the reach of children to avoid danger.

2.6. Care for the environment!

- 2.6.1. This device applies recyclable high-performance materials and components.
- 2.6.2. Never dispose of this product with other household wastes. Please understand the local regulations on the sorting collection of electronic, electrical products and batteries.
- 2.6.3. Proper disposal of these products helps to avoid potential negative effects on the

environment and human body health.

2.7. Care for the product!

2.7.1. Clean this device only with a piece of microfiber cleaning cloth.

2.8. Maintenance & servicing

2.8.1. Please contact professional service personnel for all repair services;

- 2.8.2. Please do not insert any sharp object into the inside of the device;
- 2.8.3. Please do not drop or hit the device to avoid damaging it.

3. WEEE Statement



This symbol, affixed to the product or its packaging, indicates that the product must not be processed with household waste. It must be brought to an electric and electronic waste collection point for recycling and disposal. By the appropriate disposal of this product you also help in preventing potentially negative consequences for the environment and human

health. The recycling of materials helps preserve our natural resources. For further information regarding the recycling of this product, please contact your municipality, local waste disposal centre or the store where the product was purchased.

4. Declaration of Conformity

EU DECLARATION OF CONFORMITY

Hereby, Guangzhou Shizhen Information Technology Co., Ltd. declares that the radio equipment type VLSP20 is in compliance with Directive 2014/53/EU.

The full text of the EU declaration of conformity is available at the following internet address:
www.vivolink.net

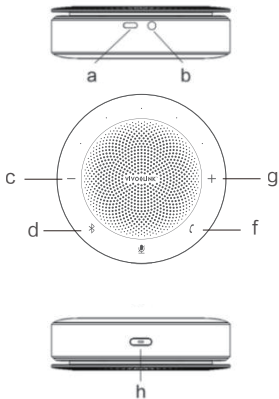
5. Special Statement

- 5.1. Intellectual property statement: the hardware design and software programs of this product are copyright protected. Anyone copying the contents of this product and instructions without the authorization of this company will bear the corresponding legal responsibilities.
- 5.2. This manual is for reference only. The actual final functions are subject to the

actual ordering of the customer and the actual functions of the product received.

- 5.3. The pictures are for reference only, please refer to the actual product. The company reserves the right to make improvements on and changes to the product appearance and design without prior notice.

6. Product Appearance



- a. Type-C port
- b. 4-section 3.5 mm audio input/output hole
- c. Volume down Button
- d. Bluetooth Button
- e. Microphone mute Button
- f. Answer/hang up Button
- g. Volume up Button
- h. Power Button

7. Product Usage

7.1. Turn on/off the device

Long press and hold the power key for 2 seconds to turn on or off the device.

7.2. Bluetooth

7.2.1. When Bluetooth is not connected, long press to turn Bluetooth on/off;

7.2.2. When Bluetooth is connected, long

press to disconnect the current Bluetooth connection.

7.3. Four types of connection modes

- 7.3.1. Mode 1: Connect the computer/conference plat (Windows or Mac) to this device via USB cable.
- 7.3.2. Mode 2: Connect this device with the original AUX audio cable (4 sections).
- 7.3.3. Mode 3: Connect this device with

Bluetooth. The Bluetooth indicator will flash to indicate that the device is in Bluetooth pairing state. Enable Bluetooth functions on mobile phones/other devices, and select to connect this device from the Bluetooth device list. Please refer to the nameplate at the bottom of the device for the name of bluetooth (when the conference panel is connected to the wireless omnidirectional mic speaker, USB

bluetooth adapter is required to ensure the stability of bluetooth connection)

7.3.4. Mode 4:Optional USB Bluetooth audio adapter (supporting win7/8/10 and Mac OS), operating as follows:

- ① Insert the USB Bluetooth audio adapter into the computer, and turn on the device to enter the Bluetooth pairing status (If you use a USB Bluetooth adapter to connect to the conference plat, please connect it to

the front-mounted USB port of the conference plat to ensure best use effect);

- ② USB Bluetooth audio adapter will be automatically connected to the device(which is the only device bound by USB Bluetooth audio adapter);
- ③ If it is necessary to re-pair the USB Bluetooth audio adapter to the new wireless omni-directional speaker, the distance between the USB Bluetooth

audio adapter and the wireless omni-directional speaker should be controlled within 3 meters. When Bluetooth is disconnected from the wireless omni-directional speaker, long press and hold the Bluetooth key for 9 seconds to enter the binding mode. After plugging the USB Bluetooth audio adapter, the USB Bluetooth audio adapter will be rebound successfully within 30

seconds.

Note: to connect computer/conference plat with USB Bluetooth audio adapter, it is necessary to set this device as the default playback and recording device in the computer/conference plat sound setting interface.

7.4. Multi-party conference

It supports multi-channel data fusion of USB, Bluetooth and audio ports. It can work in three

connection modes at the same time so as to support simultaneous access of multiple parties for the conference.

7.5. Answer/hang up call

*This device can only use the function of answering and hanging up the phone when connecting to the phone.

7.5.1. When there is an incoming call, press the “**☎**” key to answer the call.

- 7.5.2. When it is in calling state, press the “**ⓞ**” key to hang up the call.
- 7.5.3. When there is an incoming call, long press and hold the “**ⓞ**” key for 3 seconds to reject the call.

7.6. Mute microphone

When the device is connected to Bluetooth or plugged into a AUX audio cord or USB cord, short press the microphone mute key to turn the microphone on or off.

7.7. Volume adjustment

Press volume "+" and volume "-" keys to increase or decrease the volume accordingly.

7.8. Bluetooth status/Settings

Stat us	Indicator status	State description	This state is actionable
S1	Blue lights	Waiting for bluetooth	Long press the bluetooth button 3s

	flashing	connection	to enter S4; Long press the bluetooth button 9s to enter S3
S2	Blue light is always on	Bluetooth connected	Long press the bluetooth button 3s to enter S1
S3	White lights flashing	Repair status with USB bluetooth	Long press the bluetooth button 3s to enter S1

		adapter	
S4	White light is always on	Bluetooth function turned off	Long press the bluetooth button 3s to enter S1

7.9. Charging the Device

7.9.1. Connect the original power adapter(5V/2A) with USB cable for charging.

7.9.2. Use the selected wireless charger to

charge the device (The wireless charging function of this device is optional. In order to ensure the charging quality and charging safety, it is suggested that you purchase this wireless charger via proper channel).

- 7.9.3. When charging, the white indicator of the power key will flash; when fully charged, the green indicator of the power key will be normally on.

7.10. Checking the battery

In the power-on state, short press the power key to view the current remaining electric quantity.

When the light bar displays 5 squares, the battery is full. When the electric quantity is relatively low, the power key's red indicator light will flash and the low electric quantity prompt tone is broadcast.

8. Common Faults and Troubleshooting

The following table contains common faults and their solutions. Please read it carefully.

Fault	Possible Cause	Solution
Unable to turn on the device	Low or no electricity	Connect the adapter to charge
Shut down automatically after running for a while	Insufficient electric quantity	Connect the adapter to charge

No sound	Is the connection correct? Is the volume turned on?	Select the correct sound source input; adjust the device
Unable to work with USB	Is there any mistake in using the USB cable?	Please use the original USB cable to make a call.
Unable to work with AUX	Is there any mistake in using the AUX cable?	Please use the original AUX cable (4 sections) to make a call.

Invalid key	The key may be accidentally touched.	Long press and hold the power button for 8seconds to reset the system.
Unable to charge the device	The charging device is in fault or the battery is already full.	Replace it with a charging device with normal functions

9. Key Specifications

Frequency band(s)::2402–2480MHz(BT)

Maximum power transmitted: 13dBm

