



OSU Rural Health Medical Education
Connecting to Video Sessions through Codian Bridge (OSUTMBRIDGE)

Sites inside the OSU Telemed network, dial: **192.168.168.74**
(Durant, Idabel, Miami, Poteau, & Laptops with an OSU Telemed & DL "SonicWall" VPN connection)

Outside sites, dial: **164.58.163.74**
(Ardmore, Elk City, Enid FMC, Cameron, Carl Albert, NWOSU, etc.)

Use above numbers to "manually" dial the call, otherwise, use the directory entry.
When typing ip address on the remote: for period or dot, use the right directional arrow.
to delete or backspace, use left directional arrow.

After pressing the correct numbers, press the "Call" (green button) to be connected to the Bridge auto attendant. Follow the instructions below to connect to your session:

- Press "Far" camera control button on your remote
- Use the down arrow key on remote to scroll down choices to:
 - ✓ "RURAL HEALTH MED ED #1" (for didactics, case presentations, & meetings)
 - ✓ "OMECO 2nd Thurs Lecture" (for 2nd Thursday videoconference)
 - ✓ "OSU Resident 2nd Friday Lecture" (for 2nd Friday videoconference)
- Press the Right Arrow button on the remote
- Press # symbol on the remote
- Enter the conference pin: **678**
- Press # symbol on the remote

You will then be connected to the conference and the attendant will notify you if you are the first participant. You will hear a tone when other participants arrive. Mute microphone. Use "Near" camera to position room in view. "Near" twice to bring up display selection: Select "Camera 2" for computer view <or> "Camera 1" for room view. Use "Far" camera with right and up directional arrows to cycle location views [split screens] or to view speaker in large picture. When the meeting is over, "Hang-Up" to end the call. (While connected, keep microphone muted unless speaking.)

Laptops:

In the Polycom software window, use the mouse pointer: Select the "Directory" button on right, double-click entry for OSU Codian Bridge. Select tab "Controls" on bottom right to use directional arrow down to Rural Health Med Ed #1, then use right arrow. Select tab marked "Keypad" to click # symbol and pin number 678, then # symbol again. The "PIP" button will place or remove view of self in picture. Press "Mute" button on PVX software window when not speaking. (Keep headset mic "on" position.)

Test connection before day of laptop use. Call first to arrange test.

Laptop Troubleshooting: When the laptop boots into Windows, you should see the VPN connection window box and the Polycom software window (this takes several minutes.) If you see a window box with "Phonebook Entry" then you do not have an active connection or the bandwidth is too low to connect to the bridge from your site.