# Finishing Touches to Mira Connect

Once Mira Connect is configured and you've finished adding equipment and enabling the desired functionality in Mira Portal, there are some finishing touches to consider before completing your Mira Connect installation.

Room Name

The name of the room in Mira Portal will be the name shown on the Mira Connect panel. Ensure the room name used is how people refer to the room.
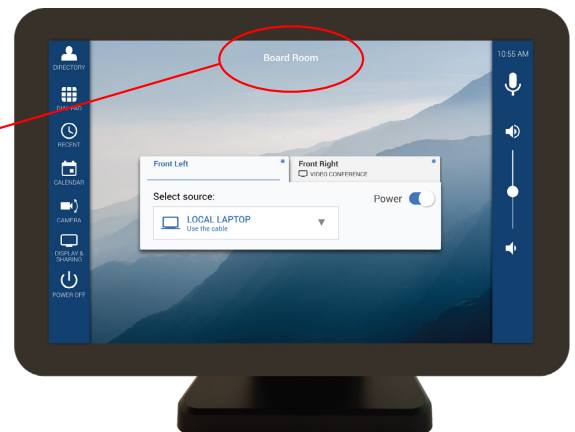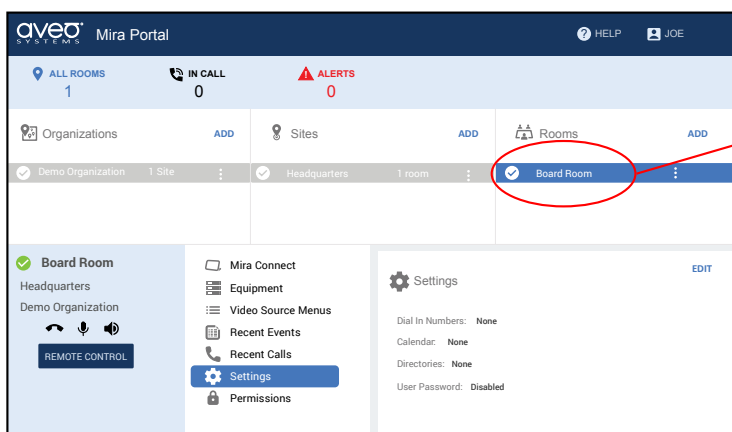
Customize the room name to match how users refer to the room.

Add Room Contact Information

Edit the Room Settings to add dial-in number information so users know the dial-in numbers for this room. Alternatively, add other helpful information such as how users can get support, etc.
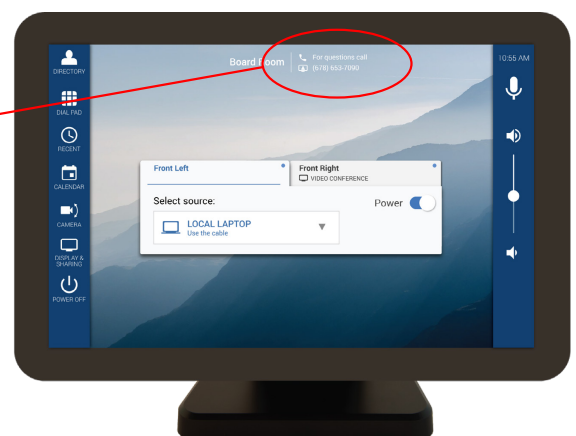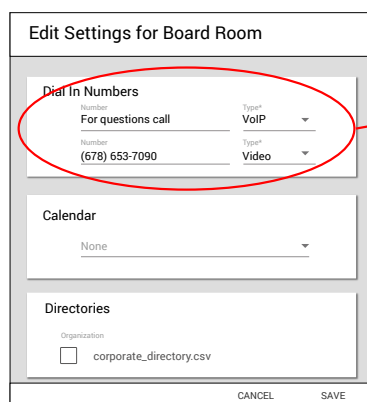
Add dial-in information or other information to help room users.

Add a Background Image and Custom Logo

Edit the Visual Theme to add a custom background image and customer logo to match the desired branding.

Background images should be approximately 1280 x 800 pixels and will be scaled to fit the screen if smaller than that size, or will be clipped to that size if larger. Supported file formats are: .jpeg, .jpg, .gif, .png, and .bmp.

A logo image will be scaled to 240 x 80 and positioned in the upper right of the Mira Connect screen. Best practice is to use a transparent background for the logo image. Supported file formats are: .jpeg, .jpg, .gif, .png, and .bmp.

Set the Foreground Color to be a color from the image so the menu bars match the image. The menu icons will automatically appear light on a dark foreground color or dark on a light foreground color.

If the background images and logos are not shown on the touch panel, but are shown on the remote control UI, confirm with the local IT team that Mira Connect has network access to: *http://firebasestorage.googleapis.com/*

Customize the background image, logo, and final appearance of the menus, and room title text color. The preview image in the Visual Theme will show what the Mira Connect will look like before you save the settings.

Customize the 'Who Can Hear Me' Menu

If you are using overflow room or sound reinforcement audio settings with your DSP, you can customize the 'Who Can Hear Me' icon and text shown on the lower right of Mira Connect from the Room Settings.

Select an icon and enter a text label to customize.
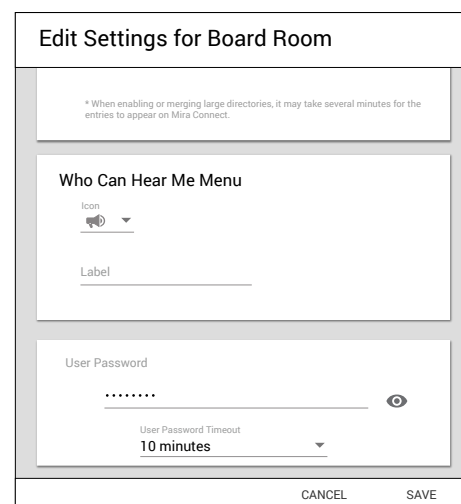
Customize the 'Who Can Hear Me' menu from the Room Settings.

Add a Room Power Off Button

A room power off button makes it easy for users to power off all displays, set the volume back to the default level, and turn off any sound reinforcement or overflow room audio.

You can also specify whether to mute the microphones once the room has been powered off.
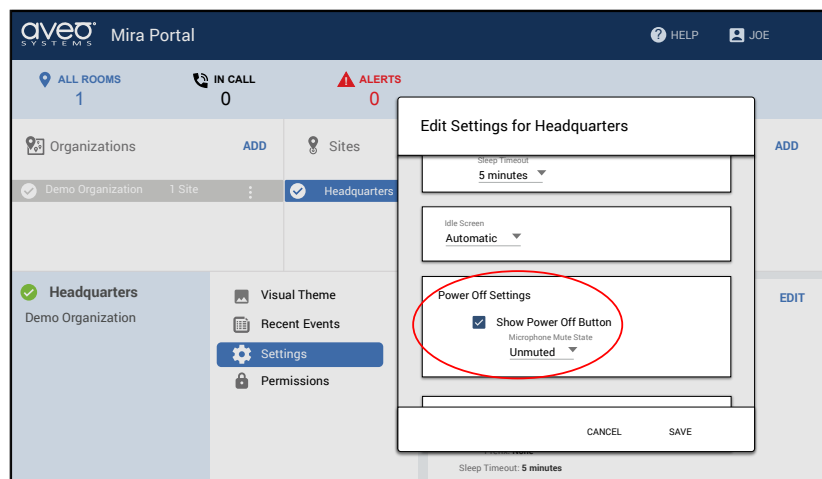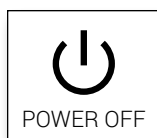

A room power off button will turn off all the devices that have power control and set the audio back to default levels and mute status.

Enable Automatic Room Power Off

A power off schedule will power off the room at certain times and days to ensure that displays and projectors aren't left on all weekend.

Edit the site settings to customize the automatic power off times.

Mira Connect will prompt the user before powering down the system in case the room is in use at the specified time.
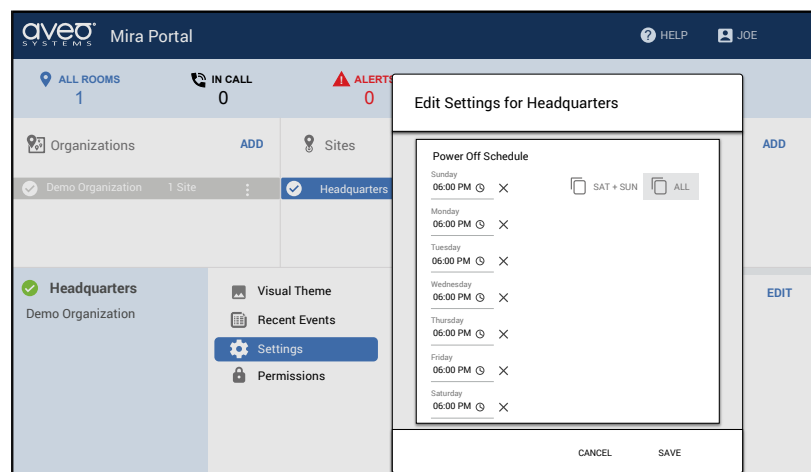
Add a power off schedule to ensure the room's equipment are powered down at the end of the day or over the weekend.

The equipment in this room will automatically power off in 60 seconds.

If you are still using the room, you can cancel this action.

CANCEL

Password Protect Mira Connect

Is the Mira Connect used in a public space? Add a password or PIN number to prevent unauthorized users from controlling the room. Set the idle timeout to how often the password must be entered again to access the user interface when there is no activity on Mira Connect.
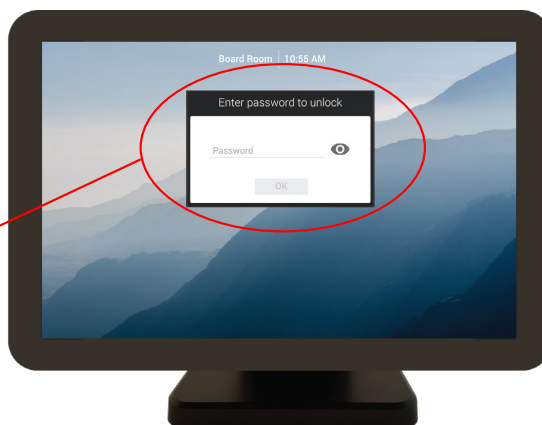

Add a password to the room to prevent unauthorized users from controlling the A/V system.

Enable Mira Connect Me

If you would like users to be able to easily control the room from their personal devices, enable *Mira Connect Me* in the site settings and specify the default session duration.

If a password is enabled, the users will need to enter the password to access the user interface.

One *Mira Connect Me* session can be active at a time.

Mira Connect Me requires that the Mira Connect has WAN (internet) access.

Enable Mira Connect Me to add a QR code to Mira Connect that users can scan to control the room.
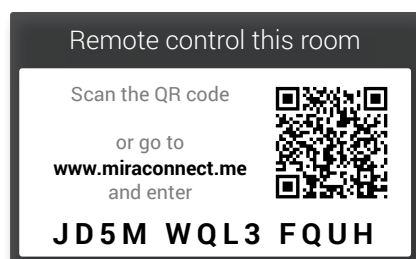
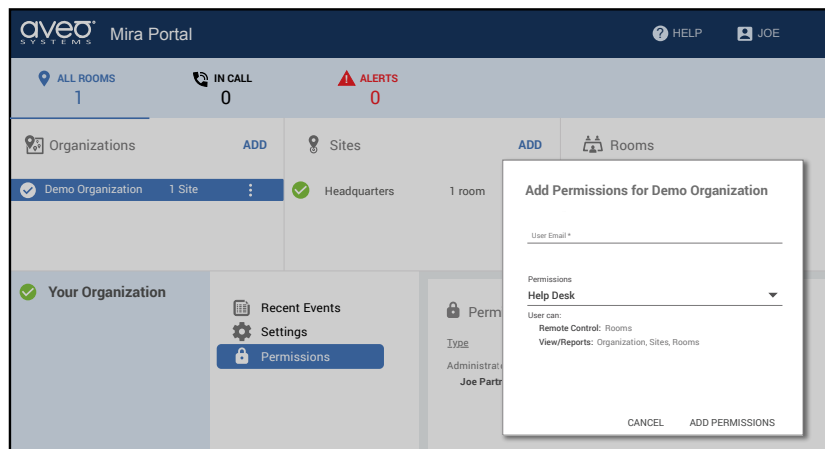## Add Permissions for Customer Contact

Have the customer contact create a Mira Portal account and ensure the contact has at least **Help Desk** permissions on the organization so they can access the Remote Control functionality.

Permissions allow your customer to only see the Organizations or Sites where you have assigned permissions to their Mira Portal account. Your customers will not have access to other organizations or sites that may appear on your dashboard.

See our article about how Remote Control can be used to control the room from anywhere.


Assign permissions to users in Mira Portal by selecting the Organization or Site, clicking Permissions, and then clicking Add. Other users must have a Mira Portal account before they can be assigned permissions.

Best practice is to ensure a customer contact has administrative permissions so they can assign permissions to others.

Add a Contact Directory

If the room's equipment supports audio or video conferencing, consider adding a custom directory that makes it easy for users to dial their frequently used contacts.

Edit the Organization's settings and add a directory that can be assigned to all rooms or specific rooms. See our article on adding a contact list.
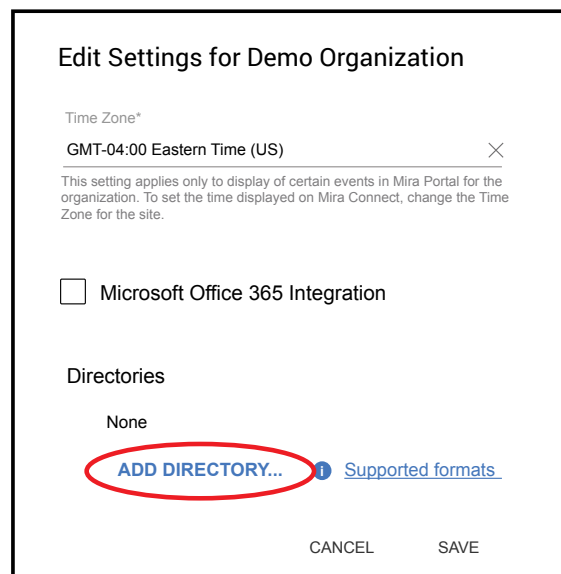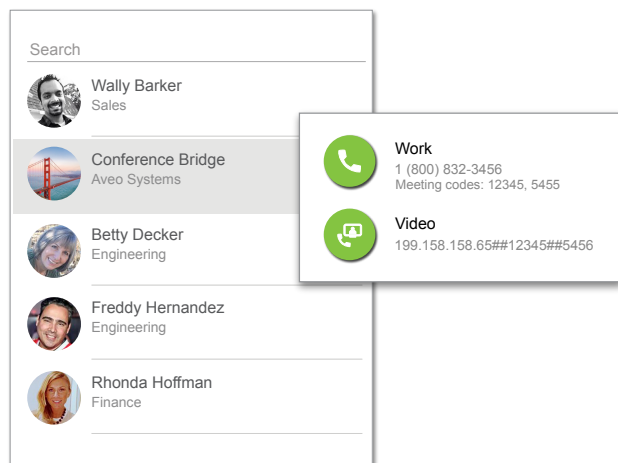
Contact directories are added at the organization level and assigned to rooms.

Add a Room Calendar

If the installed rooms have an Office 365 calendar associated with them, consider assigning calendars to individual rooms in Mira Portal by editing the Organization settings to add the domain, and then select the specific calendar for the room once authorized.

Meeting invitations will be scanned for meeting dial-in information which will be shown on Mira Connect along with a dial button if the equipment in the room supports dialing into the meeting.

See our article for more information on configuring and adding calendars.

Edit Settings for Demo Organization

GMT-04:00 Eastern Time (US)

This setting applies only to display of certain events in Mira Portal for the organization. To set the time displayed on Mira Connect, change the Time Zone for the site.

☑ Microsoft Office 365 Integration

Microsoft Office 365 Domain *

CANCEL   SAVE

Edit the organization settings to enable an Office 365 domain to authorize access to room calendars.

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