



# Poly Studio E60 User Guide

## **SUMMARY**

This guide provides end-users with task-based user information for the named product.

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# 1 About this guide






This guide describes how to use the Poly Studio E60 camera.

## Audience, purpose, and required skills

This guide is intended for beginning users, as well as intermediate and advanced users, who want to learn more about the features available with their Poly Studio E60 camera.

## Icons used in Poly documentation

This section describes the icons used in Poly Documentation and what they mean.

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-  **WARNING!** Indicates a hazardous situation that, if not avoided, **could** result in serious injury or death.
  -  **CAUTION:** Indicates a hazardous situation that, if not avoided, **could** result in minor or moderate injury.
  -  **IMPORTANT:** Indicates information considered important but not hazard-related (for example, messages related to property damage). Warns the user that failure to follow a procedure exactly as described could result in loss of data or in damage to hardware or software. Also contains essential information to explain a concept or to complete a task.
  -  **NOTE:** Contains additional information to emphasize or supplement important points of the main text.
  -  **TIP:** Provides helpful hints for completing a task.
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## 2 Getting started

The Poly Studio E60 is a mechanical PTZ camera that brings high quality video to large meeting rooms.

### Setting up Poly Studio E60

This section provides information on how to set up your Poly Studio E60 camera.

#### In the box

Make sure you have the standard shipped items when you open the box.



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**NOTE:** You can purchase optional accessories kits separately.

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The Poly Studio E60 camera ships with the following items in the box as standard:

- Poly Studio E60 camera
- Privacy cover
- USB 3.0 Type-B to USB Type-A cable
- PoE network cable
- Wall mounting bracket kit
- Poly remote control

### Set up your Poly Studio E60 camera

Set up your Poly Studio E60 camera and initialize it to start using it.



# Poly Studio E60 overview

Poly Studio E60 is a new MPTZ camera with 12x optical zoom and AI-driven presenter tracking.

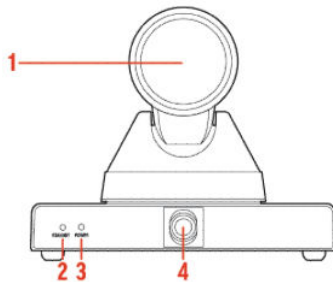
Poly Studio E60 includes the following features:

- 12x optical zoom MPTZ camera and resolution up to 4K.
- Poly DirectorAI, which includes presenter tracking and group framing.
  - Presenter tracking keeps presenter center-stage as they move freely around the room.
  - Group framing frames the entire group on screen and removes excess wasted space.
- Connects to Poly Android and Windows-based video systems.
- Certification by multiple platforms phase by phase (see latest Data Sheet for details).

## Poly Studio E60 hardware features

The following figures and tables explain the hardware features on the Poly Studio E60 camera.

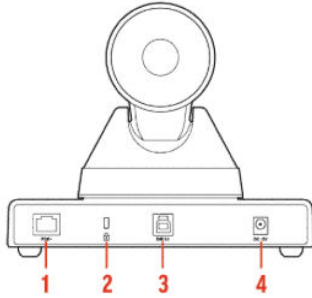
**Figure 2-2** Front view of the Poly Studio E60 camera



**Table 2-1** Poly Studio E60 feature descriptions (front)

Reference number	Feature	Feature description
1	Optical zoom lens	Optical zoom lens with 12× optical and 16× digital zoom with a removable privacy cap
2	Standby LED indicator	Indicates device status
3	Power LED indicator	Indicates device status
4	AI lens	The fixed AI lens is used to detect participants within its 107 degree field of view to trigger optical zoom lens to track people in the room.

**Figure 2-3** Back view of the Poly Studio E60 camera



**Table 2-2** Poly Studio E60 feature descriptions (back)

Reference number	Feature	Feature description
1	Power over Ethernet+ (PoE+) port	Powers your Poly Studio E60 camera
2	Kensington security slot	Secures your device with a Kensington lock (not provided)
3	USB 3.0 Type-B port	Connects the camera to the video conferencing system or PC using a USB 3.0 Type-B to USB 3.0 Type-A cable
4	12 V DC power port	Connects the camera to a power source using an optional power cable (available separately)

## Poly Studio E60 LED indicators

Your device provides two LED status indicators below the camera to help you understand the device's behaviors. The **Power** LED is white and the **Standby** LED is orange.

The following table lists the LED status details.

**Table 2-3** Poly Studio E60 LED behaviors

Standby LED behavior	Power LED behavior	Device status
No color	No color	Device is powered off Camera turns to face the wall
Solid orange	Flashing white	Device is starting up
Solid orange	Solid white	Device is powered on and awake Camera turns to face the room
Solid orange	Solid white	Device is in standby mode Camera turns to face the wall
Flashing orange, then turning off	Solid white	Video is streaming.
Flashing orange, then turning to solid	Solid white	The USB cable is connected but video isn't streaming
Solid orange, then turning off	Solid white	The device wakes up from standby Video is streaming



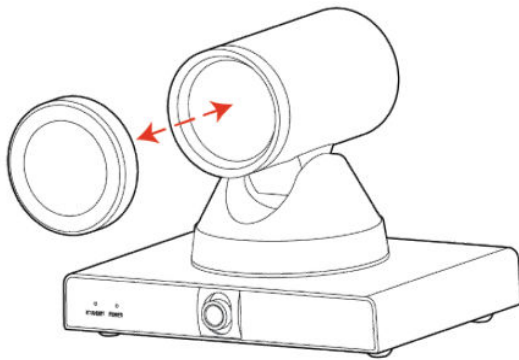
**Table 2-3** Poly Studio E60 LED behaviors (continued)

Standby LED behavior	Power LED behavior	Device status
Flashing orange, then turning to solid	Solid white	The device wakes up from standby Video is not streaming
Solid orange	Flashing white	Firmware is updating

## Use the Poly Studio E60 privacy cover

The Poly Studio E60 camera comes with a physical cover that blocks the camera lens to protect your privacy.

**Figure 2-4** Poly Studio E60 privacy cover

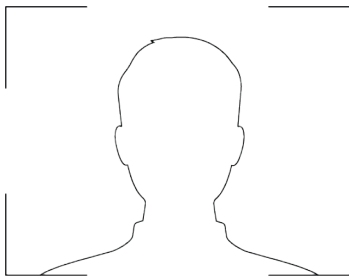


1. Manually remove the privacy cover before starting your video conference to show your video.
2. **Optional:** Replace the privacy cover to cover the camera lens when not in use.

## Basic tips for great video conferences

Use the following basic tips and guidelines to enhance or improve your experiences during video conferences.

- Mount and position the camera so that your eyes are level with the top third of your screen and your face appears in the middle area of the video stream.



- Avoid wearing bright colors, all-light or all-dark clothing, or very busy patterns like small checks or narrow stripes. Light pastels and muted colors look the best on the screen.
- Preview your video stream before you join a meeting to make sure that you don't have shadows on your face and that your camera settings are configured correctly.

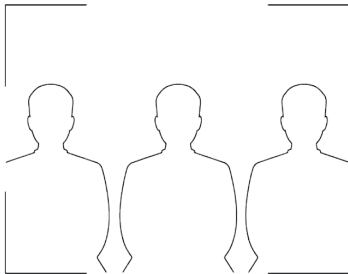
- Speak in your normal voice.

## Advanced tips for great video conferences

Use the following basic tips and guidelines to enhance or improve your experiences during video conferences.

### Camera and People Positioning

- Try not to fidget too much, especially if you're the only one on camera.
- Include all the people in the room (if possible), or introduce everyone in the room at the beginning of a meeting.



- Keep the view focused on people and not the background or room furnishings.
- In an office, position the monitor to an appropriate angle to avoid capturing potential distractions in your video (for example, other people, pets, or TVs).

### Clothing, Furnishings, and Backgrounds

- To avoid disruptions, exclude the following from the camera view: light sources, tables, chairs, walls, busy decorations, and the floor.
- To avoid funny effects, wear clothes that contrast with the background instead of blending into it and make sure nothing in the background seems to stick out of anyone's head.
- Avoid glossy tabletops, strong colors, or bold wood grain in the room. The best table surface color is a flat satin finish in neutral gray.
- A wall that's painted light gray with a touch of blue works best as a background. Video conferencing systems use a gray or blue reference image to process the video, so a background in that color helps to enhance the video you send.
- Try to keep dry-erase whiteboards out of the camera field of view. Be aware that other people in the meeting might see what's written on the whiteboards.

## Lighting

- Close any curtains, drapes, or blinds over your windows. Daylight is a variable light source and can conflict with interior room lighting.
- Bright lighting increases the range of in-focus objects, but inappropriate direct lighting might make you look harsh or somber. Poly recommends using indirect fluorescent lighting in a midrange, neutral color temperature (3600 K to 4500 K). You can find the color temperature of your lighting on the packaging.

## Audio and Noise

- Mute your audio when you're silent or before you move your audio device.
- Keep your windows and doors closed to minimize unwanted noises.
- Close any drapes or blinds over your windows. The glass from windowpanes can cause issues with acoustics due to reflection.

## Poly Studio E60 accessibility features

Poly Studio E60 includes a number of features to accommodate users with disabilities.

**Table 2-4 Poly Studio E60 accessibility features**

Accessibility feature	Description
Visual notifications	LED indicators let you know when status changes and functions work.
71-degree field of view	The wide view captures your movements without needing to adjust the camera.
Tactile buttons	The mechanical buttons on the optional remote control provide visual contrast to enable you to control the system.

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## 3 Using Poly Studio E60

Connect the Poly Studio E60 camera to your system to begin using it.

### Using the Poly Studio E60 system web interface

Configure settings for your environment in the Poly Studio E60 camera's system web interface.

For information on using the Poly Studio E60 system web interface, refer to the [Poly Studio E60 System Web Interface User Guide](#).

### Set Poly Studio E60 as the default video device

When you use the Poly Studio E60 camera with a supported application for video calls, you may need to set the device as the default video device of your application.

The following is a general procedure that you can use. Your application may use different terms or categories.

1. Go to your conferencing application's **Settings**.
2. Find **Video Device**.
3. Choose your Poly Studio E60 camera as the video device.

### Tracking modes


Set the camera tracking mode which best suits your environment.

The Poly Studio E60 supports the following tracking modes:

- Group framing which keeps the presenter center-stage as they move freely around the room.
- Presenter tracking which frames the entire group on screen and removes excess wasted space.

If you are using the Poly Studio E60 with a Poly G7500, you can use the G7500 system web interface to access configuration settings and change or disable some of these features for Poly Studio E60. For information on using the G7500, refer to the [Poly Partner Mode Administrator Guide](#) or [Poly Video Mode Administrator Guide](#).

If you are using the Poly Studio E60 with a laptop, you must use the Poly Studio E60 system web interface to manage settings.

 **NOTE:** Management of Presenter tracking is presently only available through the Poly Studio E60 system web interface. For information on using the Poly Studio E60 system web interface, refer to the [Poly Studio E60 System Web Interface User Guide](#).

## Updating software

Depending on your individual setup, you will have a specific software update pathway.

If you are using the Poly Studio E60 camera with a PC, updates will be pushed automatically through Windows Update.

When using an Android-based video system, software updates for the Poly Studio E60 camera are handled through the connected video conferencing system using Poly Lens portal. For more information on using the Poly Lens portal, go to <https://info.lens.poly.com/>.

While the software updates, the **Standby** LED indicator glows solid orange and the **Power** LED indicator flashes white.

## Restart your device

If you encounter issues with your device, you can manually restart it.

- Unplug the PoE+ network cable or the DC power cable and plug it back in.

You may need to reselect the device as the default video device for your video conferencing application.

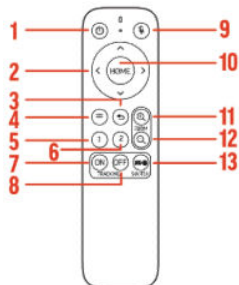
## Using the remote control

Use the remote control to adjust your Poly Studio E60 camera and manage other features.

### Poly Studio E60 remote control features

Poly Studio E60 supports a remote control.

**Figure 3-1** Poly Studio E60 remote control



**Table 3-1** Parts of the Poly Studio E60 remote control

Reference number	Button name	Feature description
1	Standby	Turns the device on or off or wakes it up
2	Direction	Adjusts the menu cursor and menu parameters

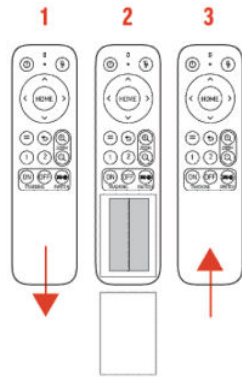
**Table 3-1** Parts of the Poly Studio E60 remote control (continued)

Reference number	Button name	Feature description
3	Return	Returns to the upper level of the menu
4	Menu	Opens or exits the menu
5	No. 1 preset	Sets a preset camera position: <ul style="list-style-type: none"><li>• Long press for 3 seconds to set the preset position</li></ul> Short press to adjust the preset position
6	No. 2 preset	Sets a preset camera position: <ul style="list-style-type: none"><li>• Long press for 3 seconds to set the preset position</li></ul> Short press to adjust the preset position
7	Tracking on	Turns on tracking <b>NOTE:</b> Press the <b>Switch</b> button first.
8	Tracking off	Turns off tracking
9	Mute	Turns the microphone on or off
10	Home	Restores the maximum angle of view without using the <b>Zoom</b> button  When menu is open, confirms menu selections and enters the submenu
11	Zoom +	Digital zoom in  <b>NOTE:</b> Zoom is not supported when the tracking function or automatic frame selection function is turned on.
12	Zoom -	Digital zoom out  <b>NOTE:</b> Zoom is not supported when the tracking function or automatic frame selection function is turned on.
13	Switch	Switches tracking functions

## Change the Poly Studio E60 remote control batteries

Change the Poly Studio E60 remote control batteries to ensure it continues to work properly.

**Figure 3-2** Changing the Poly remote control batteries



1. Apply pressure to the front of the remote control and slide the battery cover down.
2. Replace the AAA batteries.
3. Replace the battery cover by sliding it up and firmly into place.

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## 4 Getting help

Poly is now a part of HP. The joining of Poly and HP paves the way for us to create the hybrid work experiences of the future. Information about Poly products has transitioned from the Poly Support site to the HP Support site.

The [Poly Documentation Library](#) is continuing to host the installation, configuration/administration, and user guides for Poly products in HTML and PDF format. In addition, the Poly Documentation Library provides Poly customers with information about the transition of Poly content from Poly Support to [HP Support](#).

The [HP Community](#) provides additional tips and solutions from other HP product users.

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