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# MiCollab Vidyo

ADMINISTRATOR QUICK REFERENCE GUIDE

Release 7.2



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MiCollab Vidyo Administrator Quick Reference Guide  
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## Purpose of this guide

The purpose of this guide is to provide a quick reference for administrators who are administering MiCollab integration with Vidyo deployment. The guide provides MiCollab and Vidyo server configuration information.

MiCollab supports the following Vidyo components:

- Vidyo Portal / Router: Version 3.3.4
- Vidyo Gateway: Version 3.3.2
- Vidyo Desktop Client: Version 3.4 and 3.5

## Prerequisites

This guide assumes a Vidyo Portal has been licensed and deployed appropriately. See <https://selfservice.vidyo.com/eService/OnlineDocumentation.aspx> for applicable Vidyo documentation.

Consider the following before configuring MiCollab Vidyo:

- For MiCollab to authenticate with the Vidyo Portal both applications must be in the same IP address space. If they are in different IP address spaces then you must configure a router/gateway to act as a proxy to allow the two applications to communicate.
- A fully qualified domain name (FQDN) must be assigned to the Vidyo Portal. The FQDN must be resolvable within the network.
- An administrator account must be created.
- Distinct email addresses for the administrator and user accounts must be used. An administrator account cannot use the same email address as a user account.
- Vidyo provides two variants of the Windows Desktop installer:
  - Administrator: requires administrator privileges on the Windows Desktop
  - User: requires the VidyoDesktopUserInstaller

# MiCollab configuration

## Vidyo tenant configuration

1. Log in to the MiCollab Administrator portal.
2. Under **Configuration**, click **Vidyo Settings**.
3. Enter the following information.

FIELD	DESCRIPTION
<b>Tenant Identification</b>	
Tenant Name	Enter the Vidyo tenant name.
Tenant URL	Enter the https address for the Vidyo Portal. Https prevents administrator credentials being passed over http.
Tenant Dial Prefix	If the tenant configured on the Vidyo Portal has been assigned a dial prefix, you must enter it this field, otherwise you will not be able to create Vidyo accounts for MiCollab users.
<b>Administrator Credentials</b>	
Username	Enter the Vidyo administrator username.
Password	Enter the Vidyo administrator password.

4. Click **Save**. MiCollab confirms the URL, connectivity, and credentials.
5. View Vidyo Portal licensing information under **Applications, Licensing Information**.

**Licensing Information**

This page displays details about user licensing for your applications. "Currently used" totals displayed in red indicate that you have assigned some services for which you are not currently licensed. To purchase or upgrade licenses, please contact your authorized Reseller.

Application	User Licenses	Currently used
Audio, Web and Video Conferencing	10000	0
Nupoint Unified Messaging	2	2
Teleworker	0	0
MiCollab Client	0	0
Console	50	1
Deskphone	500	1
Mobile	140	1
Softphone	100	1
<b>Vidyo Portal</b>		
Executive Systems	0	0
Installs	1100	100
Lines	10	0
Seats	100	4
VidyoPanorama Systems	0	0

## Creating a user

Create a user on MiCollab to establish a secure authentication tunnel between the Vidyo Portal and MiCollab.

1. Click **Add** under **Users and Services**.
2. Under **Authentication Section**, do **not** select Generate Password. Enter your own login name and password. You need to enter this information in Step 4 of the [Vidyo Portal configuration](#) procedure.

## Vidyo Portal configuration

1. Log in to Vidyo Portal using your administrator credentials.
2. Under the **Settings** tab, click **Authentication**.
3. Enter the following information.

FIELD	DESCRIPTION
Authentication Type	Select Web Service.
Authentication using Web Service	Enter the MiCollab url and administrator credentials.

4. Click the **Connection test** button. Enter the information you configured for the MiCollab user in Step 2 of the [Creating a user](#) procedure. Click **Submit**.
5. Select the user types you wish to be authenticated by MiCollab.

## Adding Vidyo to MiCollab user accounts

1. Log in to the MiCollab Administrator portal and select **Users and Services**.
2. Click **Add** or **Quick Add** to add users.
3. MiCollab templates support Vidyo services. Vidyo is automatically enabled for Premium users. You can manually enable Vidyo services for Basic users by selecting the **Create Vidyo Room for User** check box.
4. Select the desired **Room Type**.

FIELD	DESCRIPTION
Normal	Select Normal for users.
Vidyo Room	Select for physical rooms. A Vidyo Room does not need many of the traditional user services. A Vidyo Room will consist of a phone and a Vidyo Room or VidyoPanorama system. A MiCollab account is associated with the room so the room is displayed in the MiCollab contact directory.

5. Click **Save**.

## MiCollab Desktop Client

1. Launch MiCollab Desktop Client. If VidyoDesktop is not installed, MiCollab Desktop Client downloads VidyoDesktop (HD Video Client).
2. The VidyoDesktop icon is displayed on the MiCollab Desktop Client navigation bar, indicating VidyoDesktop is available.



