![ATLONA Connecting Technology]

Velocity System 8" Scheduling Touch Panel
AT-VSP-800-BL and AT-VSP-800-WH
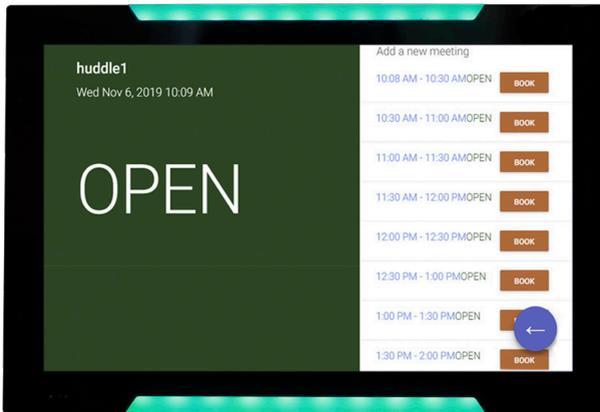
The Atlona AT-VSP-800 is a Velocity System 8" scheduling touch panel. It features contemporary, refined styling with 1280×800 native resolution, and a capacitive glass surface that supports multi-touch and gesture interactions. Bright LED lighting on the edge of the bezel is ideal for providing a visual representation of room status in scheduling applications. This touch panel conveniently installs into a wall or furniture via a one-gang US, UK, or EU opening. The VSP-800 features Power over Ethernet (PoE), enabling a single network connection for data and power. Setting up the touch panel is effortless as room scheduling and AV control GUIs are automatically uploaded from the Velocity System hardware or software server gateway during system configuration.

Package Contents

1 x AT-VSP-800
1 x Metal mounting plate

4 x Mounting screws
1 x Installation Guide

Operating Notes

- The Velocity 8" Scheduling Touch Panel (AT-VSP-800) must be on the same network as the Velocity Gateway (AT-VGW-HW-3/10/20) or it will be unable to sync for scheduling.

- The AT-VTP-800 is PoE capable, to power the unit, simply plug it into a 802.3af compatible network switch. If the network switch is not PoE capable, a PoE injector (purchased separately) can be used.

⚠ **IMPORTANT**: Velocity Gateway (AT-VGW-HW-3/10/20) must be set up before the AT-VSP-800 is fully functional.

Mounting Instructions

The AT-VSP-800 can be mounted to a 1 gang back plate.

1   Select the type of 1 gang back box to use and install into a wall.

> **ℹ** **NOTE:** Install using the region's safety guidelines for electrical boxes.

2   Thread the Ethernet cable through the 1 gang box.

3   Install the included mounting plate into the 1 gang box.

    a   If using a UK back box, place the screws in the two inside mounting holes.

    b   If using a US back box, place the screws through the outside screw holes.

4   Loosen or remove the two screws located at the top and bottom of the unit.

5   Place the unit onto the metal back plate, the dual prongs inserting into the small opening on the back of the unit.

6   Tighten/attach the screws at the top and bottom of the touch pad.

> **ℹ** **NOTE:** To avoid damage to the unit, do not overtighten the screws.
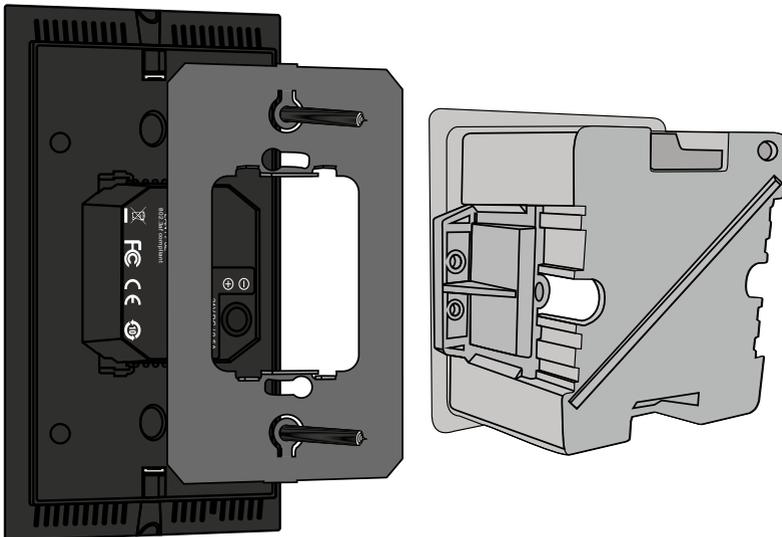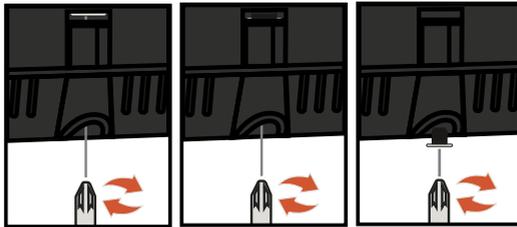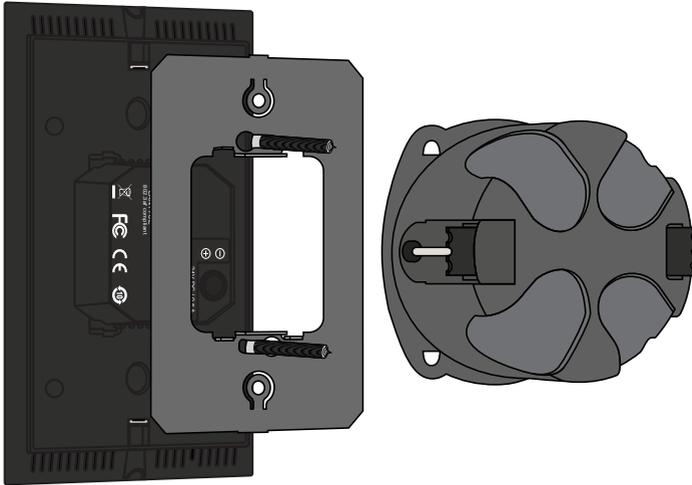
Installation and Set Up

NOTE: Installation of the Velocity Touch Panel can only be done after the AT-VGW-HW-3/10/20 has been set up. View the AT-VGW-HW-3/10/20 Installation Guide and Velocity Manual for instructions.

1   Connect the Ethernet cable into the back of the unit.

a   If the Ethernet cable is connected to a non PoE switch, use a PoE injector using 802.3at (purchased separately).

2   Secure the unit in either the wall or optional stand, as explained in the mounting instructions.

3   The Velocity logo will display during the booting process and will go directly into setup. Press **CONTINUE** to start the setup process.

4   When the unit displays the IP information, press **CONTINUE**.

a   If the touch panel does not display an IP, select the Set Static IP slider.

b   Assign the unit a static IP. Ensure there are no other devices on the network with the same IP to avoid connection issues.
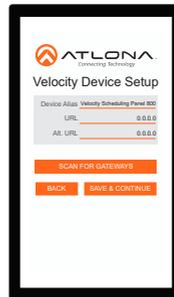
5. The unit will load a new screen. Change the Device Alias (if needed) to help differentiate when there are multiple touch panels at a site.

6. Press the **SCAN FOR GATEWAYS** button.

7 The touch panel will scan for new gateways. Once the correct gateway is found, press **USE**.
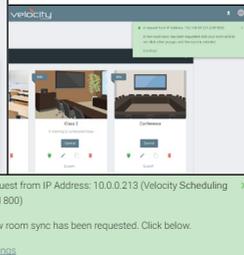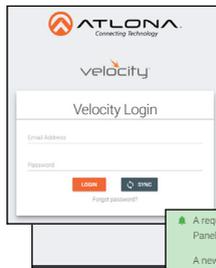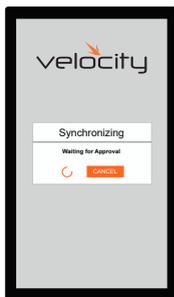
8 On a network computer, use a browser to log into Velocity.

9 A green message will appear at the top right corner of the screen. Select **Buildings**.
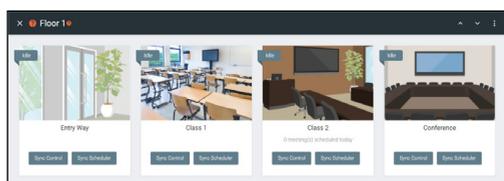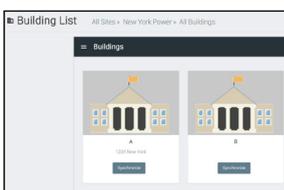
10   On the buildings screen, press the **Synchronize** button on the building the touch panel is located.

11   When the rooms page opens, press the **Sync Scheduler** button on the touch panel's room.

12   Press the **SAVE & CONTINUE** button on the touch panel.
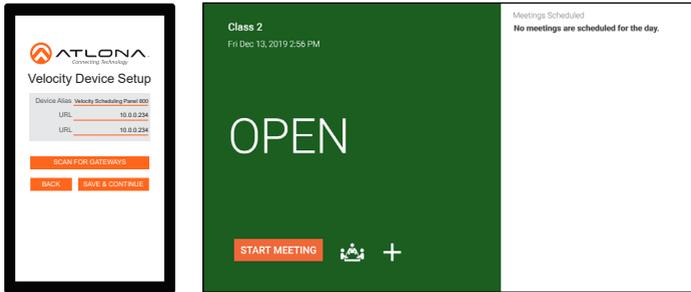
Advanced Settings

Once th touch pad has been set up, the settings can be changed or reset only through the advanced settings.

1   To access the settings, swipe from the left side of the touch pad to the right.
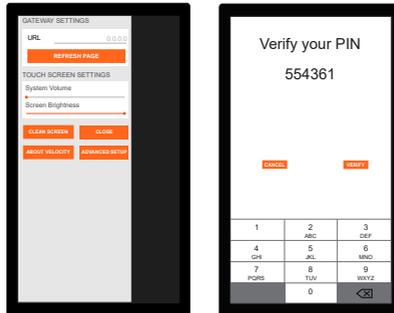
2   Select Advanced Setup.

3   Type in the PIN. Default PIN is 554361.
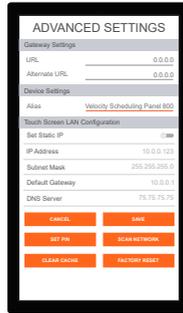
Within the advanced settings, all the touch pad settings can be changed or reset.

Gateway Settings -

 a If the gateway IP is known, it can be typed into the **URL** field.

 b If the gateway IP is unknown, press the **Scan Network** button to search for and add the gateway.
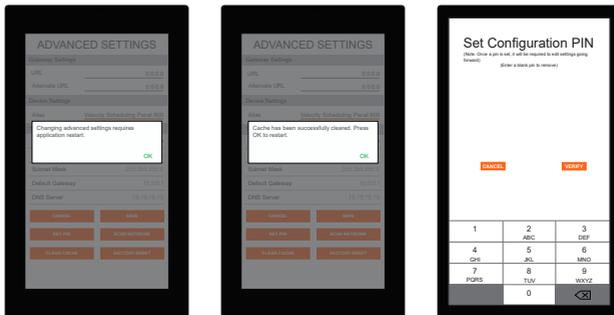
Device Settings - The touch pad can be renamed for easier syncing with Velocity. Type the name into the **Alias** field.

Touch Screen LAN Configuration - The current IP settings will display in these fields. To switch to a static IP, select the **Set Static IP** slider, fill in the IP information, and press Save.

Set PIN - The default PIN of 554361 can be changed to a new pin by pressing the **Set PIN** button. Type the new PIN in and press Save PIN.

Clear Cache - Press the **Clear Cache** button to release the current cache of the VSP. Press the **OK** button to verify.

Factory Reset - Press the **Factory Reset** button to clear all the settings and start the touch pad set up again. Press the **OK** button to verify.

Troubleshooting

Problem	Cause	Solution
My touchpad won't power on.	The touchpad is not connected to a PoE switch.	• Connect the touchpad to a switch that supports 802.3at PoE. • If a PoE switch is not available, use a PoE injector (sold separately) to power the unit.
My touchpad isn't receiving an IP address.	The connected network is not DHCP enabled.	• Swipe from the left corner to the right and press the refresh button. It can sometimes take up to 60 seconds to obtain an IP address. • Set the touchpad to static IP by selecting the **Set Static IP** slider and providing IP, subnet, gateway, and DNS server information.

Version 1