Cascadia

Networked Instructional Audio System

User Manual

Table of Contents

⚠ Important Safety Instructions

1. Do not use the apparatus near water.

2. Clean only with dry cloth.

3. Do not block any ventilation openings.

4. Do not install near any heat sources such as radiators, heat registers, stoves, or other apparatus (including amplifiers) that produce heat.

5. Do not defeat the safety purpose of the polarized or grounding-type plug. A polarized plug has two blades with one wider than the other. A grounding- type plug has two blades and a third grounding prong. The wide blade or the third prong is provided for your safety. If the provided plug does not fit into your outlet, consult an electrician for replacement of the outlet.

6. WARNING: Battery pack shall not be exposed to excessive heat such as sunshine, fire or the like. (1) The battery pack is not serviceable. Do not open, disassemble, or service any battery pack. (2) Do not crush or cut or puncture the internal battery cell. (3) Do not short-circuit the battery, or expose it to water or other liquids. (4) Do not touch the internal battery cell for any reason. (5) Keep the battery away from fire or a hot oven. Do not dispose of the battery into fire or a hot oven. (6) Keep the product with battery away from extremely low air pressure or high temperature surrounding environment. Battery subjected to extremely low air pressure may result in an explosion or the leakage of flammable liquid or gas. (7) Stop using the battery pack if it is damaged, or if you notice any discharge or the buildup of foreign materials on the battery contacts. (8) Do not put the battery in trash that is disposed of in landfills. When disposing of the battery pack, comply with local ordinances or regulations.

7. CAUTION: Risk of explosion if battery is replaced by any battery other than Lightspeed Part # L3.7V

⚠️ Consignes de sécurité importantes

1. N'utilisez pas l'appareil près de l'eau.

2. Nettoyer uniquement avec un chiffon sec.

3. Ne bloquez aucune bouche d'aération.

4. Ne l'installez pas à proximité de sources de chaleur telles que des radiateurs, des registres de chaleur, des cuisinières ou d'autres appareils (y compris des amplificateurs) produisant de la chaleur.

5. N'annulez pas l'objectif de sécurité de la fiche polarisée ou de mise à la terre. Une fiche polarisée a deux lames dont l'une est plus large que l'autre. Une fiche de type mise à la terre a deux lames et une troisième broche de mise à la terre. La lame large ou la troisième dent est prévue pour votre sécurité. Si la fiche fournie ne rentre pas dans votre prise, consultez un électricien pour remplacer la prise.

6. Avertissement: La batterie ne doit pas être exposée à une chaleur excessive telle que le soleil, le feu ou similaire. (1) La batterie n'est pas réparable. N'ouvrez, ne démontez et n'entretenez aucun bloc-piles. (2) Ne pas écraser, couper ou percer la cellule de batterie interne. (3) Ne court-circuitez pas la batterie et ne l'exposez pas à l'eau ou à d'autres liquides. (4) Ne touchez pas la cellule de la batterie interne pour quelque raison que ce soit. (5) Gardez la batterie à l'écart du feu ou d'un four chaud. Ne jetez pas la batterie au feu ou dans un four chaud. (6) Gardez le produit avec la batterie à l'écart d'une pression d'air extrêmement basse ou d'un environnement à haute température. Une batterie soumise à une pression d'air extrêmement faible peut provoquer une explosion ou une fuite de liquide ou de gaz inflammable. (7) Arrêtez d'utiliser la batterie si elle est endommagée ou si vous remarquez une décharge ou l'accumulation de corps étrangers sur les contacts de la batterie. (8) Ne jetez pas la batterie dans des ordures qui sont jetées dans des décharges. Lors de la mise au rebut de la batterie, respectez les ordonnances ou réglementations locales.

7. Mise en garde: Risque d'explosion si la batterie est remplacée par une batterie autre que Lightspeed partie #L3.7V.

System Components

Cascadia, a networked instructional audio platform, integrates directly with leading life-safety, paging and intercom, and phone systems to provide teachers with all the benefits of instructional audio in the classroom, plus the ability to quickly initiate a silent, emergency alert or call the front office for everyday communication, from anywhere across the campus.

The standard configuration of the C25 system includes:
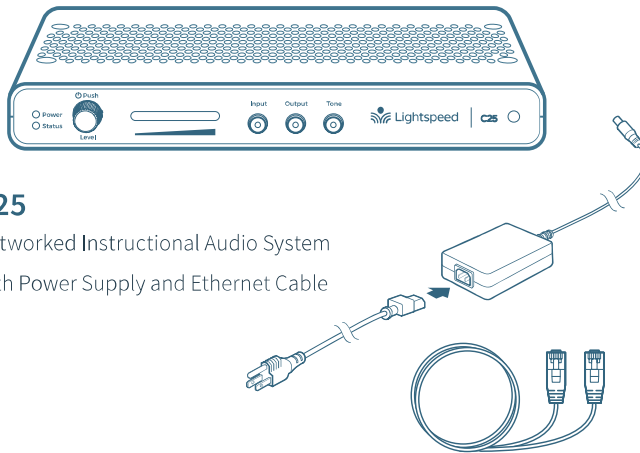
C25
Networked Instructional Audio System
with Power Supply and Ethernet Cable

Clearmike
Teacher Microphone
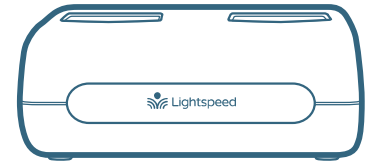
Microphone Cradle Charger
and Power Supply
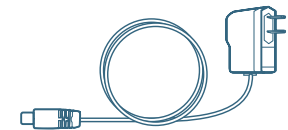
TIP: The C25 and wireless microphones are paired together at the factory. Please keep all components together as a system. Moving them from one system or room to another will result in the need to re-pair them to function.

Optional Components

SHAREMIKE

Student Microphone *(Optional)*
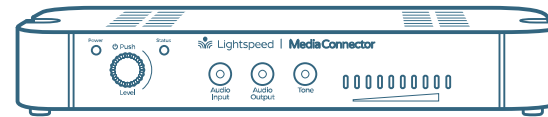
MEDIA CONNECTOR

and Power Adapter
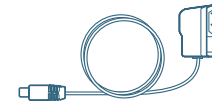
Optional Speakers

SYSTEMS CAN BE CONFIGURED WITH A VARIETY OF CEILING OR WALL-MOUNTED SPEAKERS, INCLUDING THESE LIGHTSPEED MODELS.
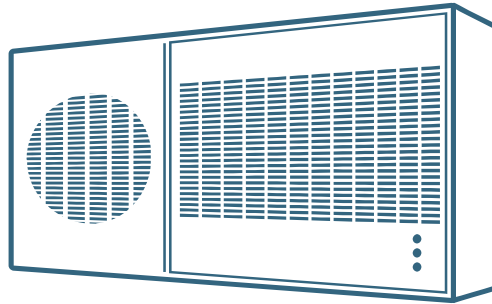
TCQ (x 1)
Hybrid Ceiling Speaker
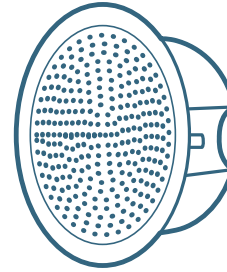
DRQ (x 4)
Ceiling Speaker
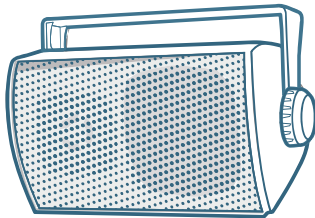
WMQ (x 4)
Wall Speaker
Available in U.S. and Canada only
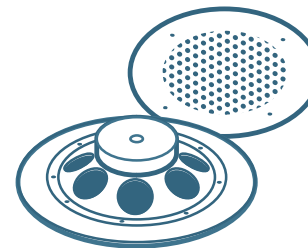
4JCS (4 per room)
Plenum Ceiling Speaker
Available in U.S. only

C25 Controls and Indicators

FRONT PANEL

1. **POWER LIGHT**
   White light: Power on

2. **STATUS LIGHT:** Microphone link and pair indicators.
   Blue light: Microphone(s) is/are connected to the system
   Off: Microphone(s) is/are not connected to the system

3. **POWER BUTTON / VOLUME ADJUSTMENT:** Press and hold this button for one second to turn the system power on or off. This also functions as an adjustment knob for the volume and tone depending on the mode selected (see 4,5,6 below).

4. **AUDIO INPUT VOLUME SELECTOR:** Selects Audio Input as the mode for the adjustment knob (3) for the audio sources connected to the audio inputs on the back of the C25.

5. **AUDIO OUTPUT VOLUME SELECTOR:** Selects Audio Output as the mode for the adjustment knob (3) for the audio device connected to the audio output jack on the back of the C25.

6. **TONE SELECTOR:** Selects Tone as the mode for the adjustment knob (3) for the microphone. This adjusts the bass or treble that is heard through the speaker output.

7. **IR RECEIVER:** For pairing to microphone.
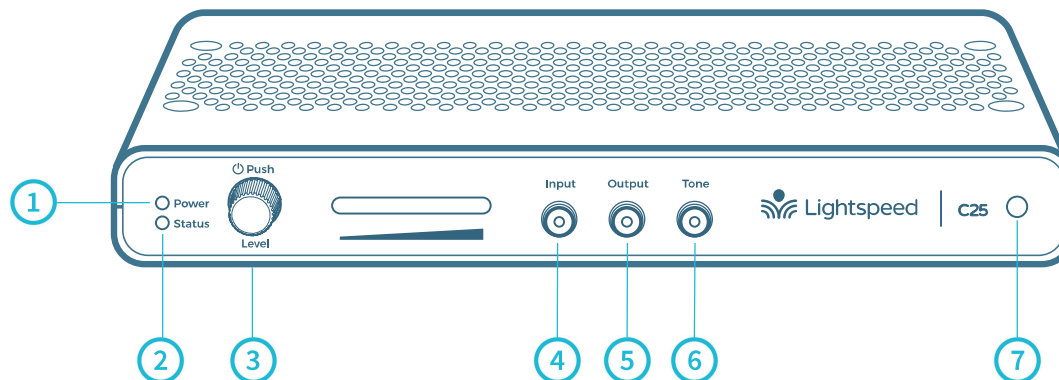
C25 Controls and Connections

BACK PANEL

1. **SPEAKER OUTPUTS:** This Euroblock connector is used to connect the C25 to the loudspeaker(s). Up to two 8-ohm speakers can be connected to each output.
NOTE: *Wiring to these terminals should follow the Class 2 wiring methods as outlined in the National Electric Code.*

2. **RJ45 for Wallplate:** Reserved for future use.

3. **AUDIO INPUTS:** 3.5mm stereo connectors for connecting classroom audio sources to be played through audio system.

4. **INPUT PRIORITY:** Additional 3.5 mm stereo connector that automatically mutes other audio inputs when a signal is detected.

5. **AUDIO OUTPUT:** 3.5mm stereo connector for connecting to an assisted listening device (ALD) or to a computer for recording.

6. **S/PDIF RCA:** Digital Audio Input and Output to connect one C25 to another.

7. **PAGEFIRST INPUT:** Connect the input from the optional PageFirst sensor here when interfacing with a building's paging system to mute the C25 during a page.

8. **RELAY INPUT:** Senses external relay closure to mute C25 audio when a signal from a fire alarm, paging system or other device is detected.

9. **CONTACT CLOSURE:** Internal relay contact closure to provide signal to notify external system based on user input.

10. **USB-C:** For testing purposes only.

11. **PoE+ ETHERNET CONNECTOR:** Network connection and power.

12. **DC POWER:** Optional if PoE+ power is not available. Plug the power supply (24V/2.5A) into this jack.
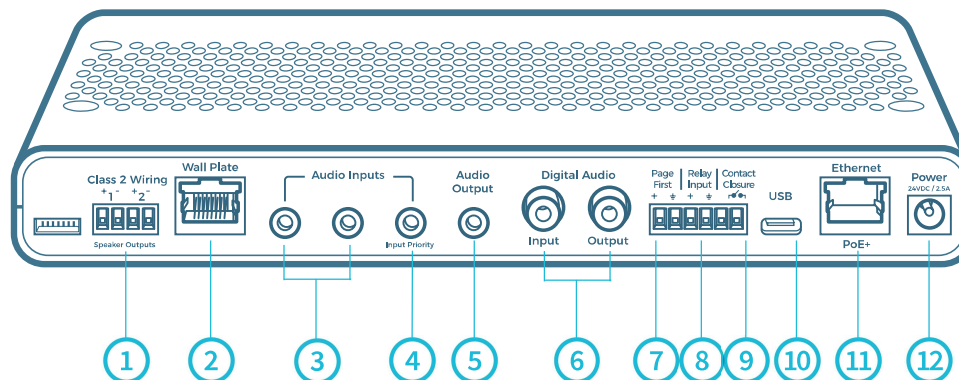
Clearmike Controls and Connections

1. **POWER/MUTE BUTTON:** Press and hold 1 second to power on. Press and hold for 2 seconds to power off. Tap to mute or talk. Press and hold for 5 seconds to initiate pairing.

2. **IR TRANSMITTER:** For pairing to base unit.

3. **TALK/MUTE LIGHT:** See page 10 for light color descriptions.

4. **POWER STATUS LIGHT**: See page 10 for light color descriptions.

5. **PROGRAMMABLE BUTTON 1:** Press and hold 2 seconds to activate event 1.

6. **PROGRAMMABLE BUTTON 2:** Press and hold 2 seconds to activate event 2.

7. **EMERGENCY ALERT BUTTON:** Press and hold 2 seconds to activate alert.

8. **MICROPHONE VOLUME UP/DOWN**

9. **EARBUD/MIC CONNECTION:** Connect the earbud for SIP calls. Also for use with an LMA (lapel) microphone.

10. **LANYARD INTERFACE:** Insert the lanyard into this hook to wear the Clearmike.

11. **BATTERY:** Rechargeable battery pack can be replaced by the user.

12. **USB INPUT:** Connect audio source to send to C25. USB input can also be used for charging.

Microphone Lights

TALK/MUTE LIGHT — POWER STATUS LIGHT

Lightspeed
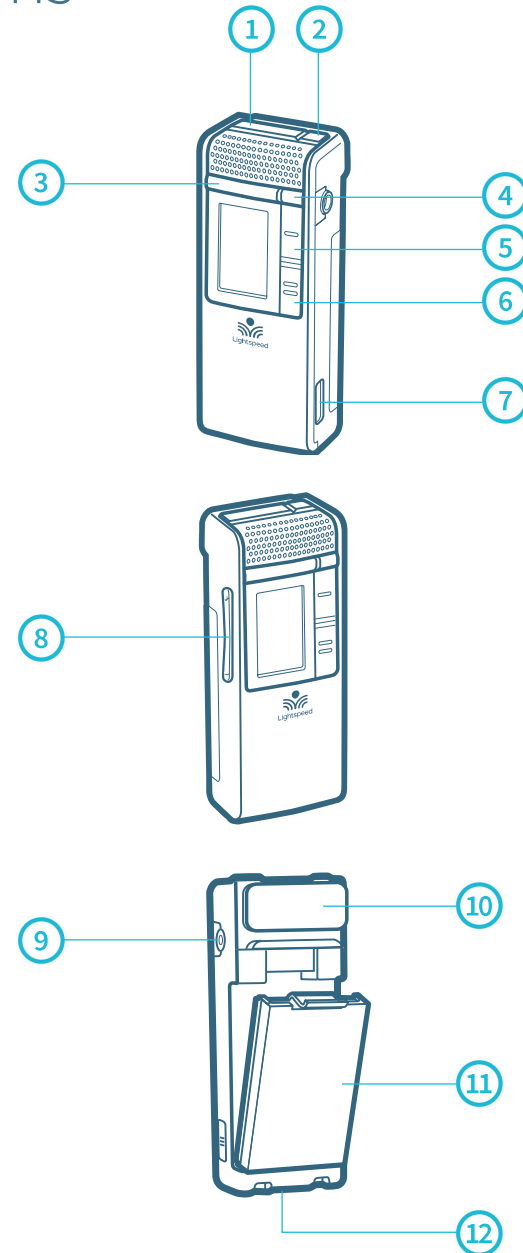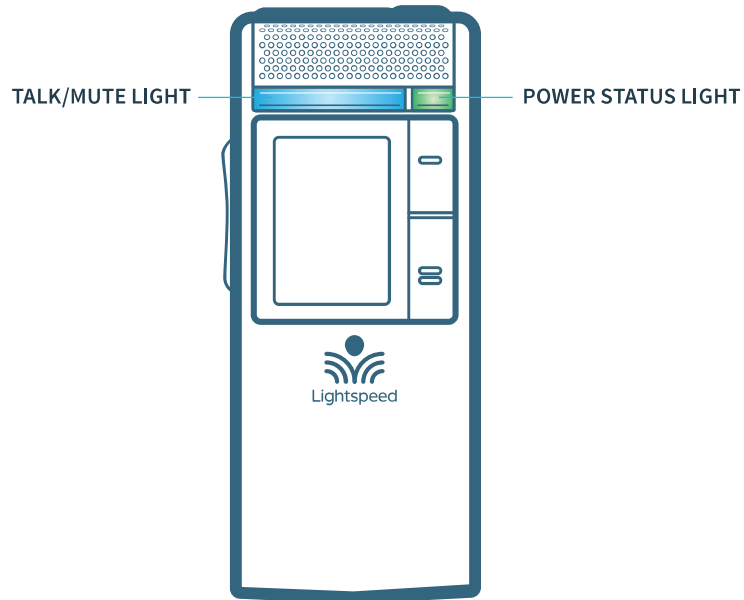
OFF / OFF: Mic off or no live link with base

SOLID WHITE / OFF: Mute, live link with base

SOLID BLUE / OFF: Talk

ANY COLOR / BLINKING RED: Low Battery

BLUE/WHITE ALTERNATING / OFF: Pairing

OFF / BLINKING ORANGE: Firmware update in progress

Placing a Call:

ANY COLOR / BLINKING GREEN: Calling

SOLID BLUE / SOLID GREEN: Call in progress

In Charger:

OFF / SOLID RED: Charging

OFF / SOLID GREEN: Charged

Plugged into USB:

SOLID BLUE / SOLID RED: Charging
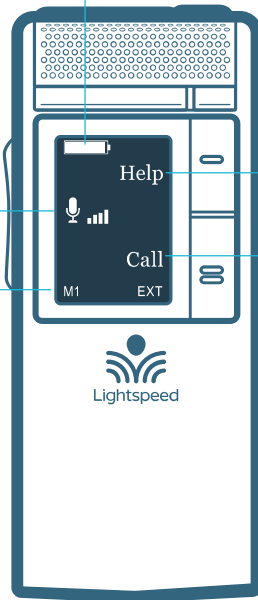
SOLID BLUE / SOLID GREEN: Charged

OVERVIEW

11

Clearmike Display

BATTERY INDICATOR
(Full, half, empty)

MUTE INDICATOR/ VOLUME

MIC NUMBER (M1 OR M2)

PROGRAMMABLE BUTTON 1 LABEL

PROGRAMMABLE BUTTON 2 LABEL

Help
Call
M1   EXT

Lightspeed

DEFAULT SCREEN

PROGRAMMABLE BUTTON LABELS

- **BLANK:** No function
- **CALL:** Initiate call
- **HELP:** Request help
- **CHECKIN:** Check-in during emergencies
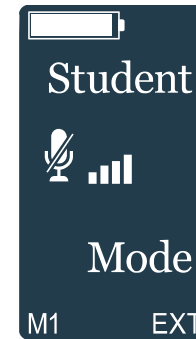
Student
Mode
M1   EXT

STUDENT MODE

If two Clearmikes are paired with a C25, one of the microphones can be set to Student Mode.

Student Mode disables the programmable buttons and the alert button on the microphone. This allows the microphone to be passed around the class and used by students and prevents accidental button presses.

The volume buttons and mute button will still work. Student mode can only be turned on or off using the Cascadia Web Console.

Help
Call
M1   EXT

EXTERNAL MIC DETECTION

The 3.5mm audio jack on the microphone can be used with an earbud or an external microphone.

To use an external microphone, External Mic Detection much be turned on. External Mic Detection can only be turned on or off using the Cascadia Web Console.

When turned on, plugging in an external mic will disable the internal microphone on the Clearmike

Microphone Cradle Charger

DC POWER PORT: Connect the 5V/1.0A DC power cord
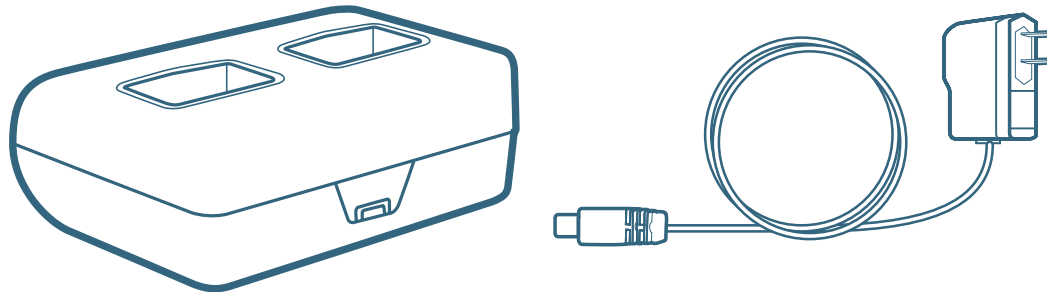
SET-UP & OPERATION

Power over Ethernet (PoE+)

- Locate network switch that can support PoE+ power.
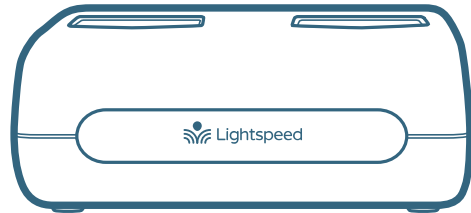- Insert PoE+ Ethernet Cable into the "Ethernet" port on C25 and the other end to the network switch.
- The C25 automatically powers on and the white Power light on the front panel will turn on.

PoE+ Ethernet Cable
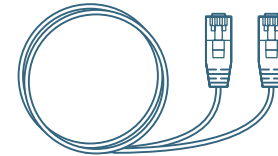
Connecting the Power Supply

- Locate the power supply and AC power cord.
- Connect the AC power cord into the DC power supply.
- Insert the DC connector into the "Power" port on C25 and plug the other end to an electrical outlet.
- The C25 automatically powers on and the white Power light on the front panel will turn on.
- A network connection is required for network communication when using the DC power supply.
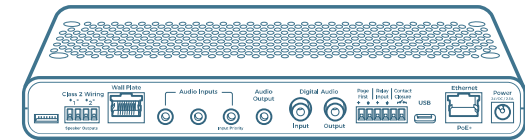
DC Power Supply (24V/2.5A)
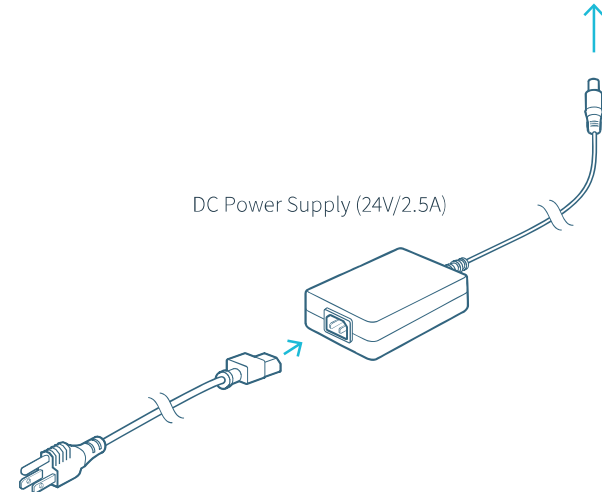
If the C25 is connected to a network switch with PoE+ ports and the DC power supply is also used, the C25 will be powered by the DC power supply.

Charging the Clearmike

BEFORE USE, THE CLEARMIKE SHOULD BE CHARGED

It will take 5-6 hours for the Clearmike to obtain a full charge. A fully charged Clearmike will last for up to 8 hours of use. If microphones are used daily, they should be charged each night.

Replacement lithium polymer battery packs may only be purchased through Lightspeed (part # L3.7V).

CHARGING IN PROGRESS

CHARGING COMPLETE
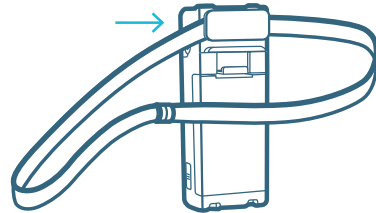
ATTACH LANYARD

Hang the Clearmike on the lanyard opposite the magnetic clasp.
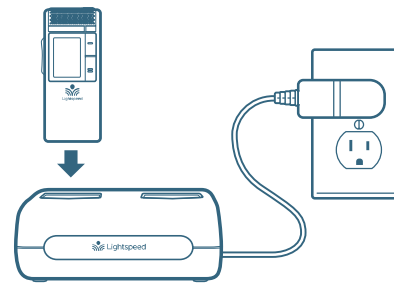
CONNECT CRADLE CHARGER

Plug power cord into the cradle charger and then plug the AC end into an electrical outlet.
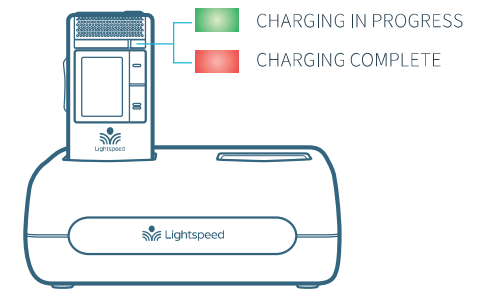
CHARGE CLEARMIKE

Place the microphones into the cradle charger. The power status light will glow red when it is charging.

When charging is complete, the power status light will glow green.

It takes about 5-6 hours to fully charge the microphone battery.

Setting Up the Clearmike

Once the Clearmike is charged, follow these steps for use.

1. Remove the Clearmike from the charger and put it on by connecting the magnetic clasps behind your neck. Adjust the lanyard so that the top of the Clearmike aligns with the collarbone.

2. The Clearmike will automatically power on and mute when it is removed from the charger.

3. The microphone volume on the Clearmike is set at the factory to the midpoint. It is adjusted by the up/ down buttons on the side of the mic. The volume can only be adjusted while the microphone is in talk mode.

4. While speaking in a normal voice, fine tune the microphone volume. Proper volume level should be as follows:

   • Your voice should be clearly heard by another person on the other side of the room.

   • You should barely be able to hear your own voice.

   • There should not be any audio "feedback" or squealing unless you are too close to a speaker (2-3 feet). If there is, turn the volume down slightly.

REMEMBER: This equipment supplements the user's voice so they are able to speak in a conversational tone. Having the volume set too high will result in feedback and listener fatigue.

• Once initial volume level is set, walk around the room and listen for overall audio quality.

• If further fine tuning is required, you may need to adjust the Tone Control on the front of the C25.

ALIGN WITH COLLARBONE

POWER/MUTE BUTTON   POWER STATUS LIGHT

TALK / MUTE LIGHT

ADJUST VOLUME

MUTE
Solid White   Off

TALK
Solid blue   Off

Lightspeed

Power
Status   Push Level   Input Output Tone   Lightspeed | C25

TONE CONTROL
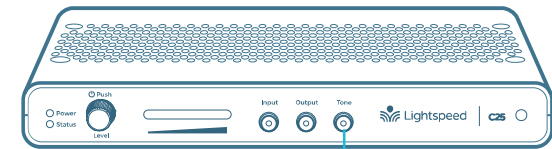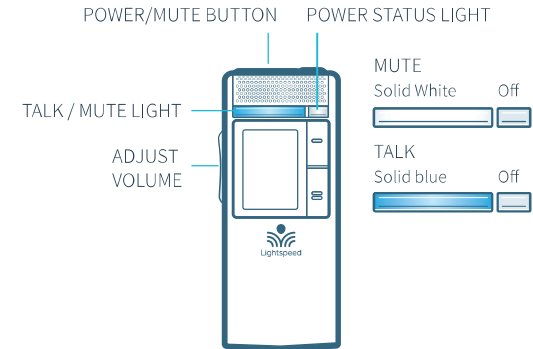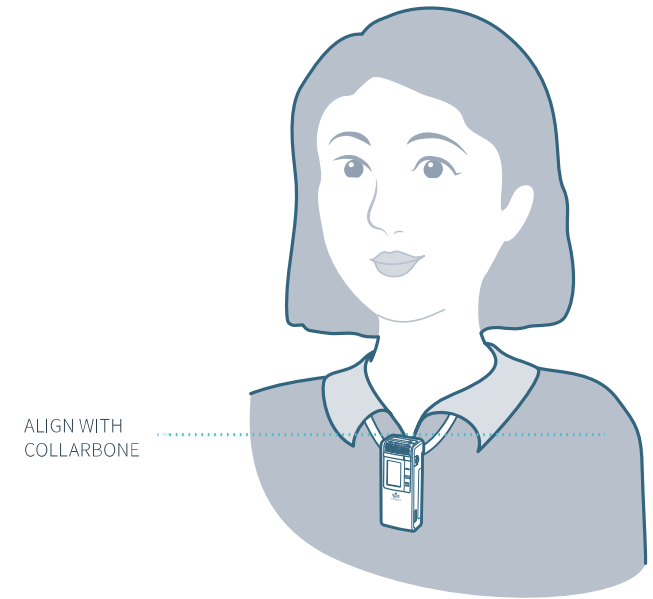
Daily Use of the Clearmike

1. **AT THE START OF THE DAY, REMOVE CLEARMIKE FROM THE CHARGER**

   - The microphone will default to the Mute state, the Talk/Mute light will turn to white.

   - Place the microphone around your neck.

   - Press the power/mute button. The Talk/Mute light will turn blue, indicating the microphone is active and ready to use.

   - Adjust volume with the UP/DOWN buttons if necessary. The volume can only be changed when the microphone is in the Talk state.

   - If Clearmike needs to be powered down for some time, press and hold the power button for 2 seconds and release. To power Clearmike again, press and hold the power button until the Talk/Mute light turns white.

2. **PRIVATE CONVERSATIONS**

   - Mute the Clearmike during private conversations by momentarily pressing the power button. When muted, the blue light turns white.

   - When conversation is over, momentarily press the power button again to unmute the Clearmike.

3. **END OF DAY**

   - Place the Clearmike into the cradle charger and make sure the power supply is plugged in to an electrical outlet.

   - The C25 will not power down if it has a live link to a microphone. After 60 minutes of audio inactivity, the C25 will automatically power down.

   - When Clearmike is removed from charging cradle the next day, it will automatically power on the C25.

POWER / MUTE BUTTON

TALK / MUTE LIGHT

VOLUME CONTROL

STATUS LIGHT

POWER BUTTON

Network Integration

IP-BASED PBX SYSTEM	CASCADIA WEB CONSOLE	IP-BASED PAGING/ INTERCOM SYSTEM
For call integration		

NETWORK

TEACHER MICROPHONE

Lightspeed Access transmission protocol

Power
Status
Push
Level
Input Output Tone
Lightspeed | C25

C25
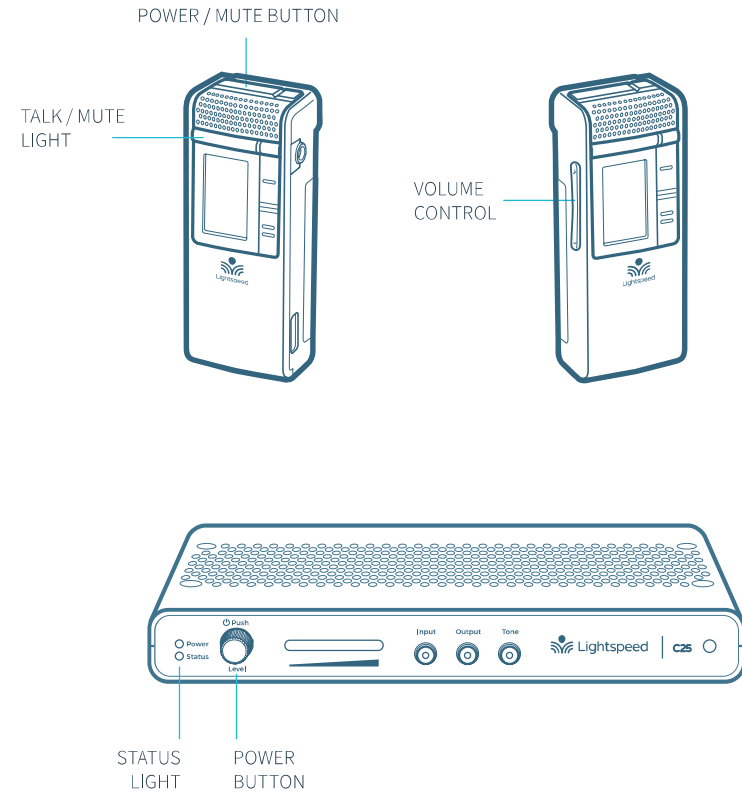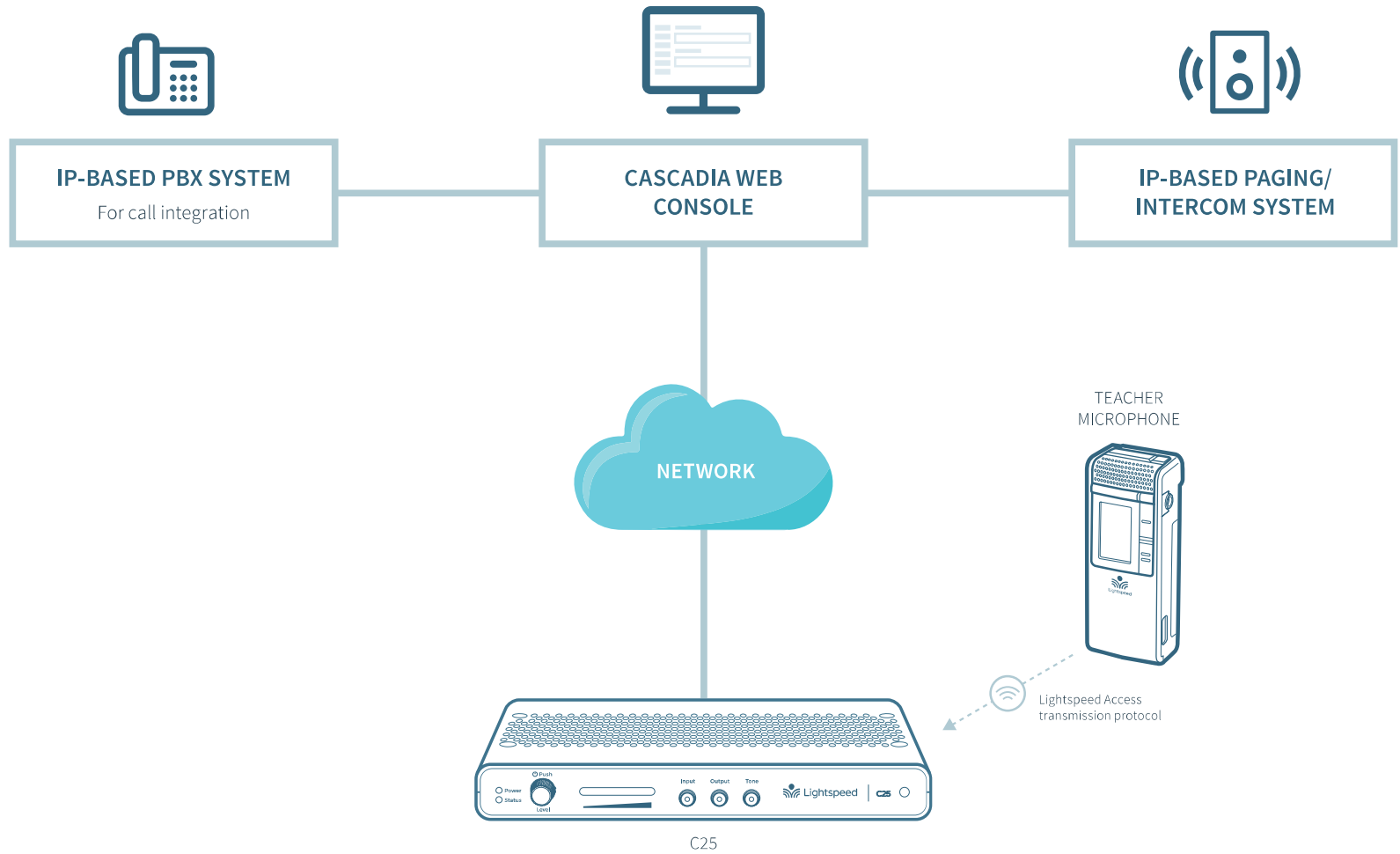
Using an Alert Notification

The C25 can integrate with some IP based alert notification systems, enabling the Clearmike to send an alert through the school's network.

This will cause the alert notification system to perform a prescribed action, such as notifying the appropriate parties of a classroom alert. The alert will also be tracked in the Cascadia Web Console.

See page 46-47 for information on programming the microphone buttons.

EMERGENCY ALERT BUTTON

BUTTON WITH "HELP" LABEL
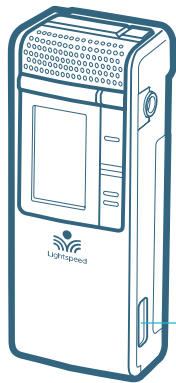
WITH EMERGENCY ALERT INTEGRATION

1. Push and hold the Emergency Alert button for 2 seconds.

2. Display says "Alert Sent" and microphone lights flash red and blue for 10 seconds.

3. Alert notification system performs prescribed actions.

WITH HELP REQUEST INTEGRATION

1. Push and hold the button on the front of the microphone with a "Help" label for 2 seconds.

2. Display says "Alert Sent" and microphone lights flash red and blue for 10 seconds.

3. Alert notification system performs prescribed actions.

Placing a Call

The C25 can integrate with some IP based PBX systems to enable calls to be placed from the Clearmike. All C25 systems on the network will call the same phone number, determined by the school.

The Clearmike will act as the microphone for the call, but an external earbud must be used to hear the call. Every Clearmike comes with a lanyard with an integrated earbud if the call feature is used.

See page 48 for information on programming the microphone to enable calls.

HOW TO PLACE A CALL

1. Plug earbud into the 3.5mm jack on the microphone.

2. Insert earbud into ear.

3. Push and hold the button on the front of the microphone labeled "Call" for 2 seconds.

4. Display will change to "Calling".

5. When call connects, display will change to "Call Active".

6. Press "Cancel" to hang up the call.

BUTTON WITH "CALL" LABEL
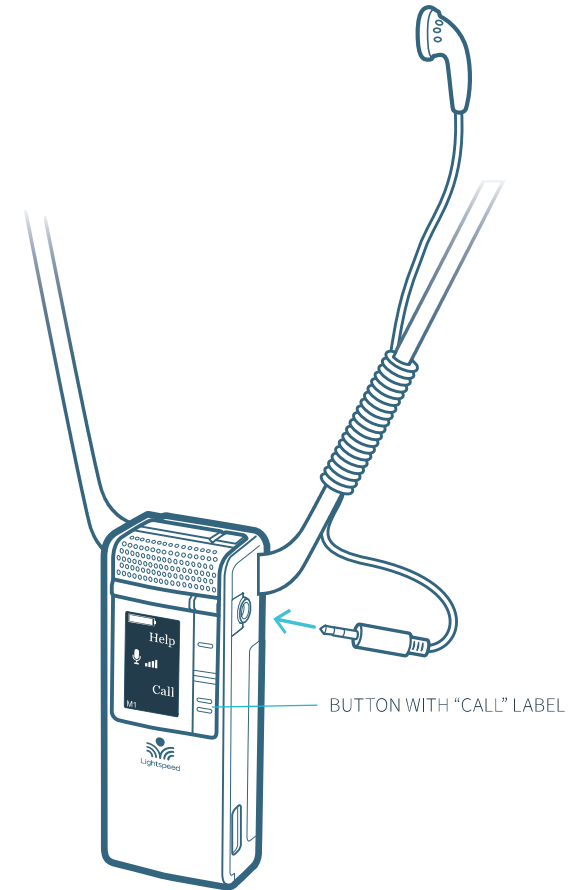
Pairing your Clearmike

Your system is shipped with microphones and base units pre-paired for quick and easy use.

If for any reason you need to pair new components, follow this pairing process:

PLEASE NOTE: All microphones must be out of the charger while pairing.

STATUS LIGHT — Power Status Push Level Input Output Tone Lightspeed C25 — IR RECEIVER
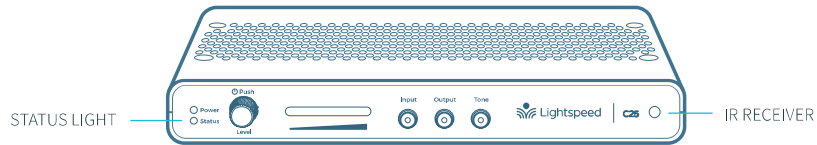
1

With the Clearmike powered off, point the IR transmitter lens toward the C25.

2
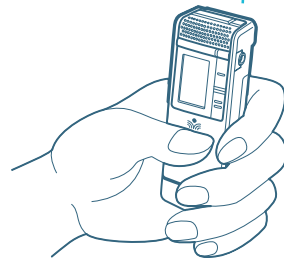
Press and hold the Power/Mute button for 5 seconds until the Talk/Mute light starts flashing blue and white. The Status light on the C25 will also start flashing blue and white.

POWER / MUTE BUTTON   IR TRANSMITTER
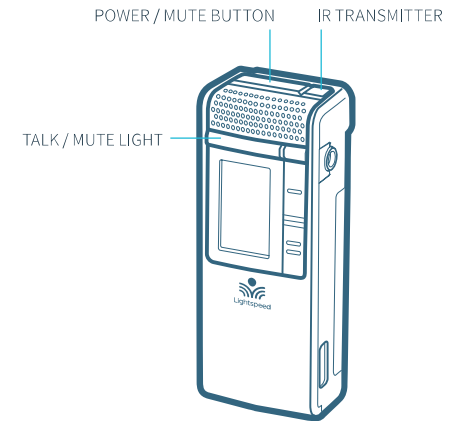
TALK / MUTE LIGHT

3

When complete, the Status light on the C25 will turn blue, the Talk/Mute light on the microphone will be white, and the display on the microphone will say "Pair Success".

Output Audio to Assistive Listening Device (ALD)

1. Press the Audio Output Selector first, then turn the volume control on the front panel all the way down (fully counterclockwise).

2. Determine the type of audio input jack on the ALD as manufacturers' products differ in connector size and shape. Many require a 3.5 mm to 3.5 mm patch cable (part# MSC3535, not included).

3. Connect a patch cable from the ALD microphone jack or AUX input to AUDIO OUT jack on the back of the C25.

4. With the C25 and ALD turned on, speak into the Flexmike and slowly adjust the corresponding volume control on the C25 until the appropriate audio level is obtained in the ALD.

5. It may be necessary to adjust the volume on the ALD to achieve appropriate volume level.

AUDIO OUTPUT

AUDIO INPUT
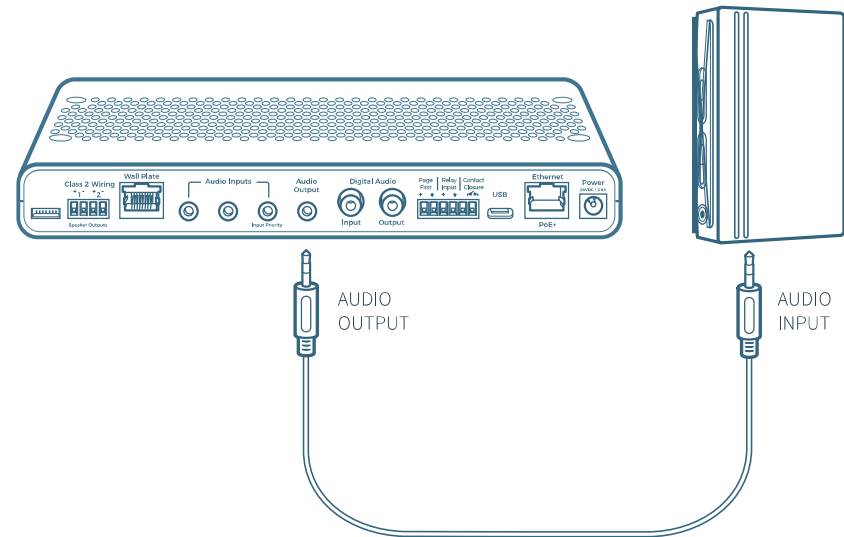
Using Your Microphone as a Wireless Audio Link

You can connect your 2nd microphone to your computer's USB port to enable a wireless 2-way audio link.

SEND AUDIO FROM THE COMPUTER to the C25 to ensure all audio from the computer (videos, video conferencing, audio books, music, etc) can be played through the Lightspeed C25 system and speakers.

SEND AUDIO TO THE COMPUTER from the C25 to ensure the teacher's Clearmike and any student microphones are clearly picked up by a video conferencing solution.

1. With a USB-C cable connect your microphone to your computer's USB port.
   This will also power/charge your microphone.

2. Open sound settings on your computer:

   • Select Lightspeed Audio as the Output source to send all computer audio to the C25 system

   • Select Lightspeed Audio as the Input source to use the Lightspeed microphones as the computer microphone audio for video conferencing and recording applications.

3. You may also need to select Lightspeed Audio as the speaker and microphone audio in your video conferencing application the first time you use it.
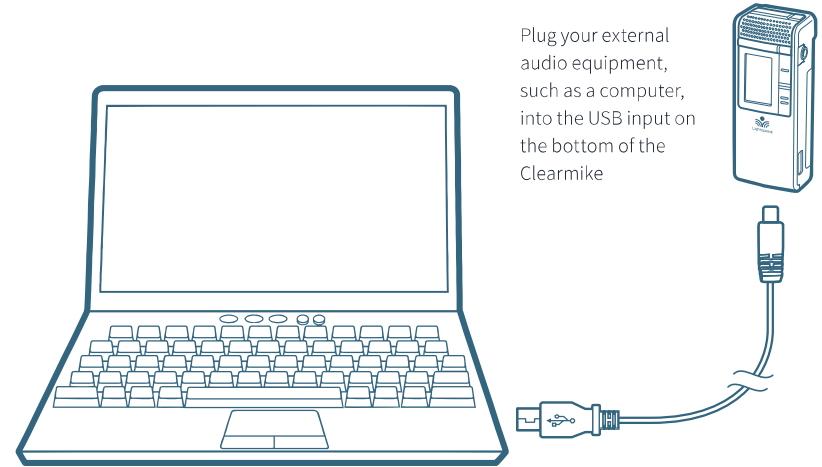
Plug your external audio equipment, such as a computer, into the USB input on the bottom of the Clearmike

USB cable sold separately. Lightspeed offers a USB-A to USB-C cable for sale (part #USBC)

TIP: If your system includes two Clearmikes, you can use one mic for instruction and the second mic to transmit audio through the system.

Audio Integration

INTERACTIVE DISPLAY

SPEAKERS

Audio Out

AUDIO SOURCE

TEACHER
MICROPHONE

Audio Out

Audio In

Lightspeed Access
transmission protocol

Audio In

Audio Out

Audio Out

C25
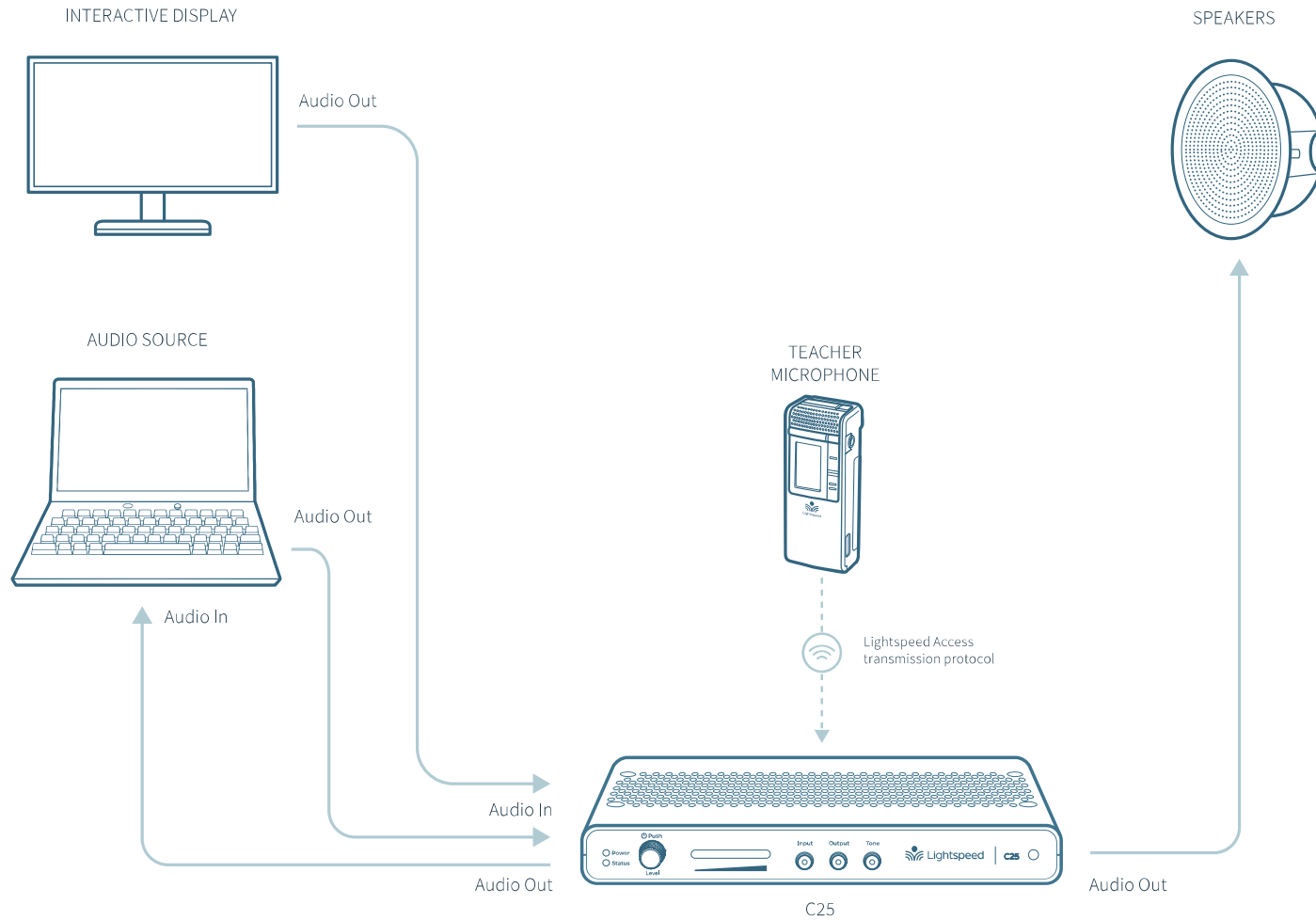
Analog Control Features

The 975 connects and responds to several important third-party life safety solutions.

1. INPUT PRIORITY

MUTES CLASSROOM AUDIO SYSTEM

When an audio source is connected to the Input Priority jack, an audio signal from that source will automatically mute all other audio inputs to allow it to be heard without interference. The C25 is shipped with a removable plug inserted into the Input Priority jack to ensure that the connection to an audio source is intentional.

2. PAGEFIRST

MUTES CLASSROOM AUDIO SYSTEM

When the PageFirst sensor clip is connected to an external paging source, all audio signal are muted to ensure paging is heard clearly.

See page 34 for installation details

3. RELAY INPUT

MUTES CLASSROOM AUDIO SYSTEM

When the C25 is connected to a fire alarm, audio signals going through the unit are muted when the fire alarm is activated to minimize distractions from the sound of the alarm.

4. ALERT NOTIFICATION

INITIATES ALERT WITH CLEARMIKE

If your building is equipped with an alert notification system, the C25 and Clearmike can be programmed to initiate a contact closure function. Press and hold the emergency alert button on the side of the Clearmike for two seconds to activates the contact closure. External systems sense this contact closure to perform a prescribed action, notifying the appropriate parties of a classroom alert.

See page 46 for details
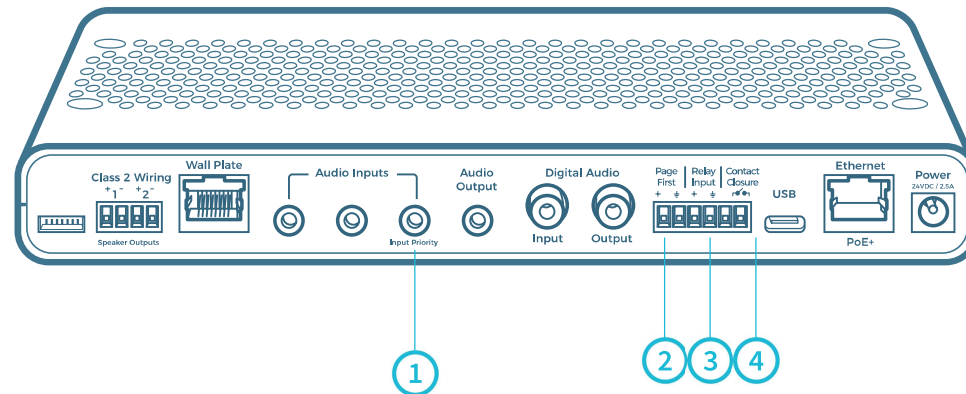
Installing PageFirst Sensor *(optional)*

This C25 can interface with an independent classroom paging system.

When a page is broadcast, all audio from the system is muted, ensuring important school-wide messages are not missed. Please note that PageFirst is not compatible with telephone or IP-based paging systems.

How it works:

1. PageFirst sensor clip is hung around a lead wire attached to the classroom paging speaker.

2. The clip is hard-wired to the C25.

3. As a page is broadcast, the sensor clip detects the audio signal through induction and immediately mutes the amplifier.

4. When the page is over, the audio from the amplifier returns to normal volume level.

5. Adjust sensitivity in Cascadia Web Console.
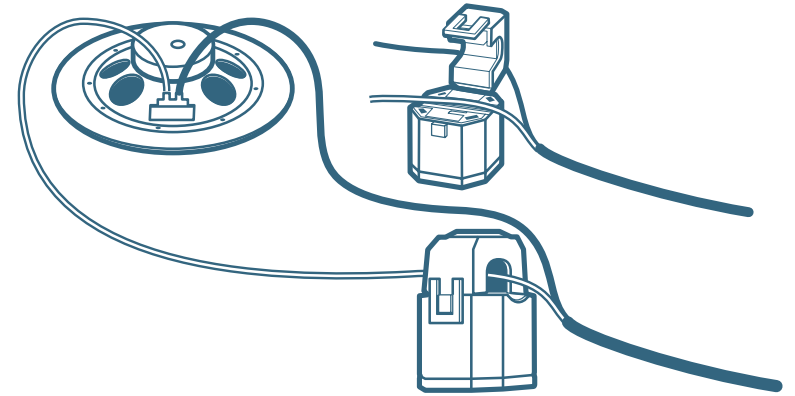
Sharemike Controls and Connections

1. **POWER BUTTON**

2. **POWER STATUS LIGHT**
   Red light: During operation, turns red to indicate low battery
   White light: Normal operation

   When charging in Cradle Charger:
   Red light: Charging
   Green light: Charging complete

3. **MIC 1 STATUS:** Lighted to indicate microphone is registered as Mic 1
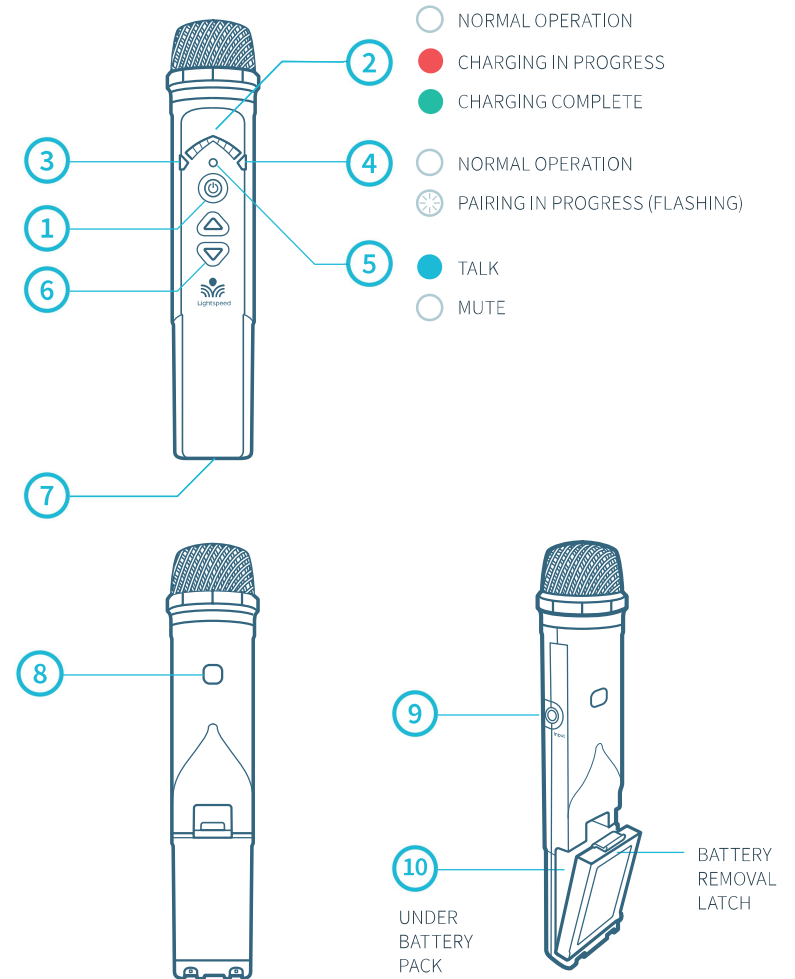   **White: solid** = Normal operation
   White: flashing = Pairing in process

4. **MIC 2 STATUS:** Lighted to indicate microphone is registered as Mic 2
   White: solid = Normal operation
   White: flashing = Pairing in process

5. **MUTE/TALK STATUS LIGHT**
   Blue: solid = Talk
   White: solid = Mute

6. **MICROPHONE VOLUME UP/DOWN**

7. **USB INPUT:** Connect audio source to send to C25. USB input can also be used for charging.

8. **IR TRANSMITTER:** For pairing to base unit

9. **AUDIO INPUT:** Plug a laptop or other audio device into this jack to wirelessly transmit the audio signal to be played through the system.

10. **VOLUME LOCK:** Disables volume controls.

NORMAL OPERATION
CHARGING IN PROGRESS
CHARGING COMPLETE

NORMAL OPERATION
PAIRING IN PROGRESS (FLASHING)

TALK
MUTE

UNDER BATTERY PACK

BATTERY REMOVAL LATCH

Sharemike: Charging

1. Make sure the charger is plugged into a wall outlet.

2. The power status light on the microphone will glow red to indicate charging.

3. Leave the Sharemike in the charger overnight to obtain a full charge. It takes about 5-6 hours to fully charge the battery. The light will turn green when charging is complete.
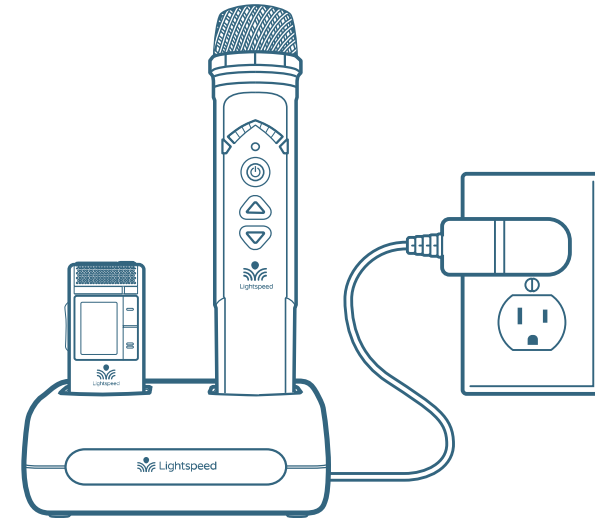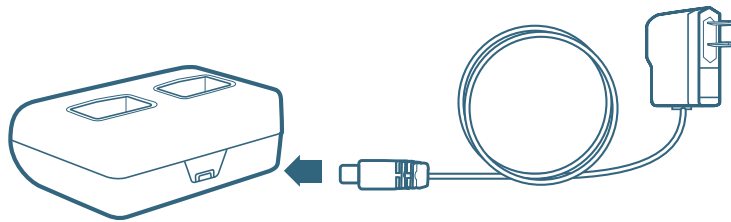
💡 **PLEASE NOTE:** The C25 and microphone(s) are paired together at the factory and all components should be kept together as a system. Moving them from one system, or room, to another will result in the need to re-pair.

Sharemike: Initial Set-Up

1. Ensure the C25 is on. The white power light will glow.

2. Turn on the Sharemike by pressing and holding the power button until the LED lights.

3. Tap the power button to unmute the microphone. The Mute/Talk light will turn from white to blue.

4. Grip the barrel in the center section.

5. While speaking in a normal voice, increase the volume with the Sharemike until your voice is barely audible.

POWER BUTTON

VOLUME CONTROL

POWER LIGHT
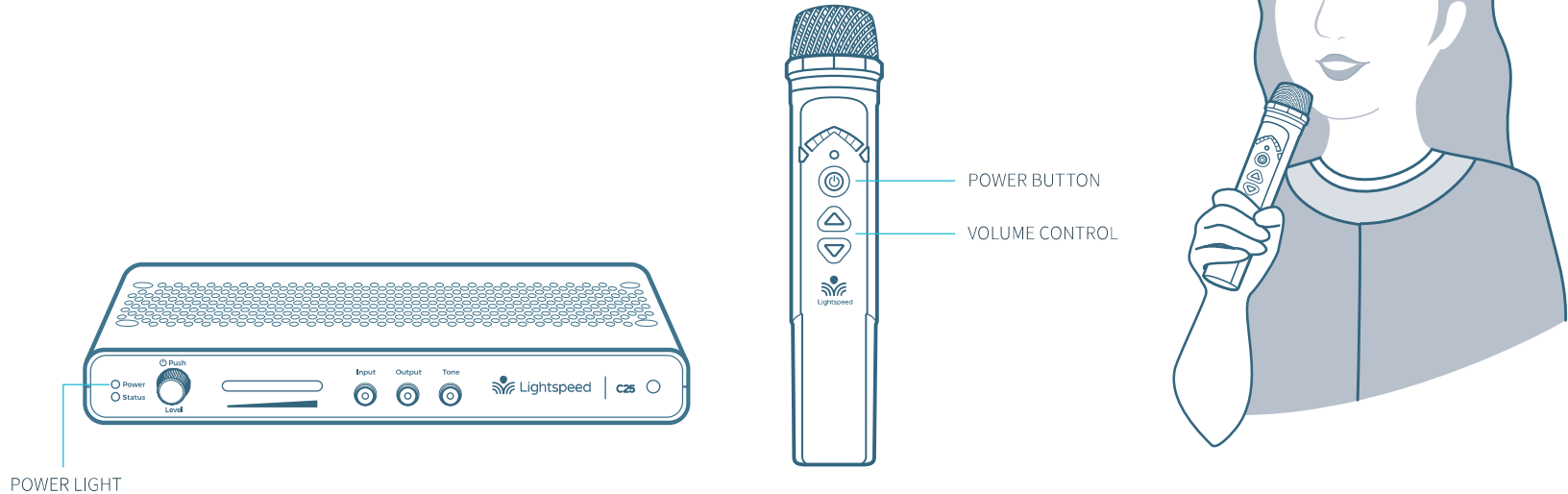
💡 **PLEASE NOTE:** This equipment is designed to supplement and distribute the user's voice so they are able to speak in a conversational tone. Having the volume set too high will result in feedback and listener fatigue.

Pairing your Sharemike

Your system is shipped with microphones and base units pre-paired for quick and easy use.

If for any reason you need to pair new components, follow this pairing process:

PLEASE NOTE: All microphones should be out of the charger while pairing.

STATUS LIGHT

IR RECEIVER

1
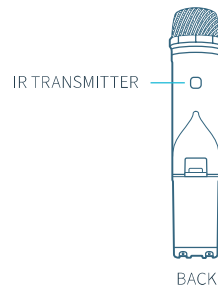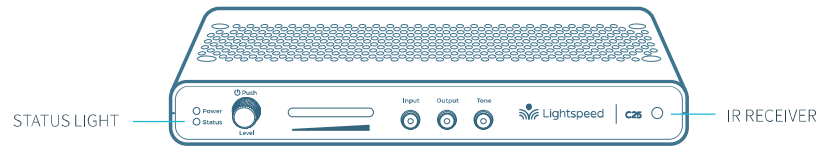
IR TRANSMITTER

BACK

From a powered off state, point the IR transmitter lens, located on the back of the microphone, toward the C25.

2

Press and hold the power button for 5 seconds until the mic 1 and mic 2 lights start flashing, then release the button and let the pairing process finish.
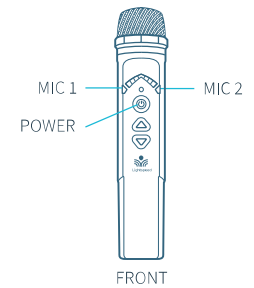
MIC 1

MIC 2

POWER

3

The Status light on the base unit will light up indicating the pairing process is complete. The mic 1 or mic 2 light on the microphone will stay illuminated.

FRONT

Media Connector Controls and Indicators

FRONT PANEL

1. **POWER LIGHT**
   White light: Power on

2. **POWER BUTTON / VOLUME ADJUSTMENT:** Press and hold this button to turn the system power on or off. This also functions as an adjustment knob for the volume and tone of the paired C25 depending on the mode selected (see 4, 5, 6 below).

3. **STATUS LIGHT:** Media Connector link and pair indicators.
   Solid white: Media Connector is paired to the system
   Off: Media Connector is not paired to the system

4. **AUDIO INPUT VOLUME SELECTOR:** Selects Audio Input as the mode for the adjustment knob (2) for the audio sources connected to the audio inputs on the back of the Media Connector.

5. **AUDIO OUTPUT VOLUME SELECTOR:** Selects Audio Output as the mode for the adjustment knob (2) for the audio devices connected to the audio outputs on the back of the Media Connector.

6. **TONE SELECTOR:** Selects Tone as the mode for the adjustment knob (2) for the microphone. This adjusts the bass or treble that is heard through the classroom speaker.
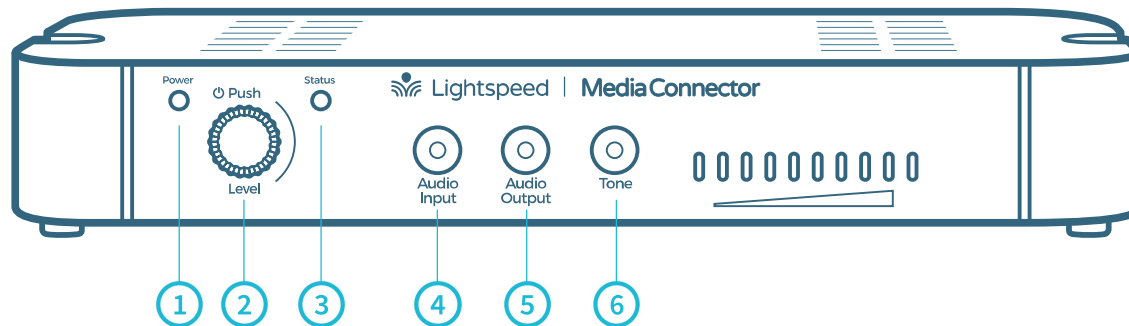
Media Connector Controls and Indicators

BACK PANEL

1. **AUDIO INPUTS:** 3.5mm stereo connectors for connecting classroom audio sources to be played through audio system.

2. **AUDIO OUTPUTS:** 3.5mm stereo connectors for connecting to an assisted listening device (ALD) or to a computer for recording.

3. **USB INPUT:** Plug the USB-C end of the power cable into this USB port on the Media Connector.

   • The USB port supplies power to Media Connector when connected to the Media Connector power supply, or from a laptop.

   • It also acts as an input for a digital audio when connected to an audio source. Note that when the USB is used for audio input, the other four audio input jacks are not operational.
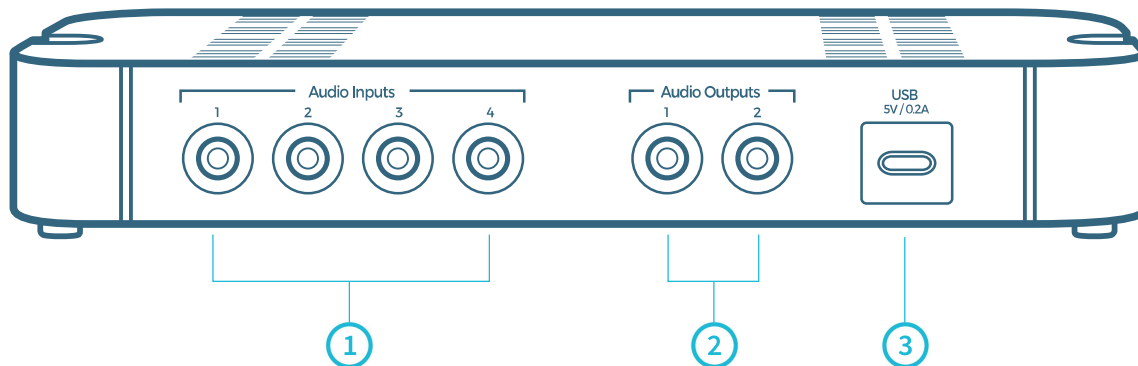
Media Connector Set Up and Operation

DETERMINE LOCATION

Media Connector is designed to be connected to the primary media source in the classroom, usually the computer or display panel.

WALL MOUNT OR DESKTOP

The Media Connector can be placed on a table surface or wall-mounted.

- Choose a location that is convenient to the classroom audio sources and power supply.

- It should be located 3-6 feet off of the floor to allow for good transmission.

- Do not enclose in a metal cabinet or in a location where the signal will be obstructed.

NOTE: The Media Connector does not require a direct line of sight to the C25. However it functions best when no obstructions are between the two devices.

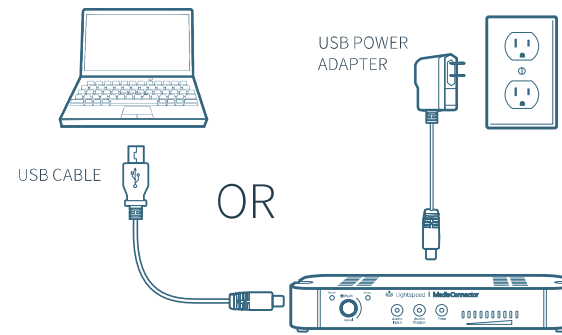## CONNECT TO POWER

Connect the USB power cord to a computer. Plug the USB cable into the USB input on the back of the Media Connector.

OR

Use the USB power adapter to plug into a wall outlet.

USB POWER ADAPTER

USB CABLE

OR

Connecting Media Connector to Audio

Audio can be connected using either a digital 2-way USB audio or analog audio:

USB AUDIO

If locating and connecting to computer USB, Media Connector will default to digital USB audio (3.5mm analog audio ports will be disabled). USB audio enables a 2-way audio link to:

Send audio from the computer to the C25 to ensure all audio can be played through the Topcat speaker.

Send audio to the computer from the C25 to ensure the teacher's Clearmike and any student microphones are clearly picked up by a video conferencing solution.

DISABLE/ENABLE USB AUDIO

TO DISABLE USB AUDIO AND USE COMPUTER USB FOR POWER ONLY

• Unplug USB cable from Media Connector

• Press and hold Audio Output button

• Plug USB cable back to Media Connector

• Status light turns white to indicate USB disabled

• Release Audio Output button and system will reboot with disabled USB-C audio

• Analog Audio Inputs are now active

TO ENABLE USB AUDIO ON YOUR MEDIA CONNECTOR

• Unplug USB cable from Media Connector

• Press and hold Audio Out button

• Plug USB cable back to Media Connector

• Status light turns blue to indicate USB-C is enabled

• Release Audio Out button and system will reboot with enabled USB-C audio

• Analog Audio Inputs are now inactive

USB-C
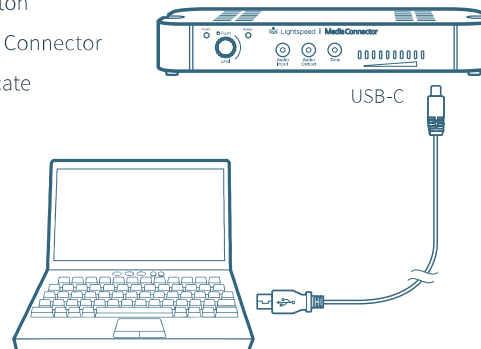
ANALOG AUDIO

Plug your external audio equipment (e.g., video display) into one of the Audio input jacks.

Adjust the volume as needed by pressing the Audio Input selector and adjusting the level knob as needed.
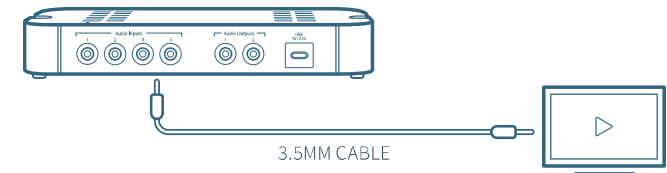
3.5MM CABLE

COMPUTER SETTINGS

Once connected, open computer sound setting to select "Lightspeed Audio" as the microphone and speaker.

LEVEL   AUDIO INPUT SELECTOR

SETTING THE VOLUME LEVELS

For recording, or to interface with an Assistive Listening Device, connect a 3.5mm cable to the Audio Output of the Media Connector to the microphone input on the device. Press the button for the desired level adjustment.

• Turn the knob to adjust volumes up or down for Audio Input/Output

• To adjust the Tone (bass/treble) of the speaker, press Tone and use the adjustment knob to turn the bass up and down
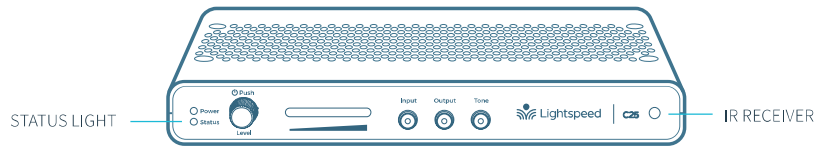
Pairing C25 to Media Connector

Your system is shipped with microphones and base units pre-paired for quick and easy use. If for any reason you need to pair new components, follow this pairing process:

PLEASE NOTE: Microphones should be out of the charger while pairing.

STATUS LIGHT   IR RECEIVER

1

With the microphone turned on, point the IR transmitter lens toward the C25 (for Sharemike, the transmitter lens is located on the back of the microphone).

2
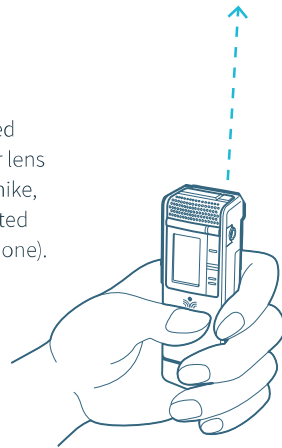
Press and hold the Clearmike power button for 5 seconds until the status light on the C25 starts flashing, then release the button. At this point, the status light on C25 will blink for 30 seconds.

If after 30 seconds the status light blinks rapidly, you will need to start the pairing process again.

POWER   IR TRANSMITTER

CLEARMIKE

3

On the Media Connector, press and hold the Tone Selector button for 5 seconds to put it into pairing mode.

When the status lights are solid on both the C25 and Media Connector, pairing is successful.

MEDIA CONNECTOR

STATUS LIGHT   TONE SELECTOR BUTTON

Cascadia Web Console

HEADLINE

The Cascadia Web Console is a web interface for the network software that monitors all the C25 bases on a network.

Installing the Cascadia Web Console server software

For installation instructions see "Cascadia Software Installation Guide" document.

Logging In

Using a computer on the same network as the Cascadia Web Console server, open a web browser with the address http://cascadia-console:3000/. This address will open the log in page for the Cascadia Web Console. Log in using your organization's network credentials.
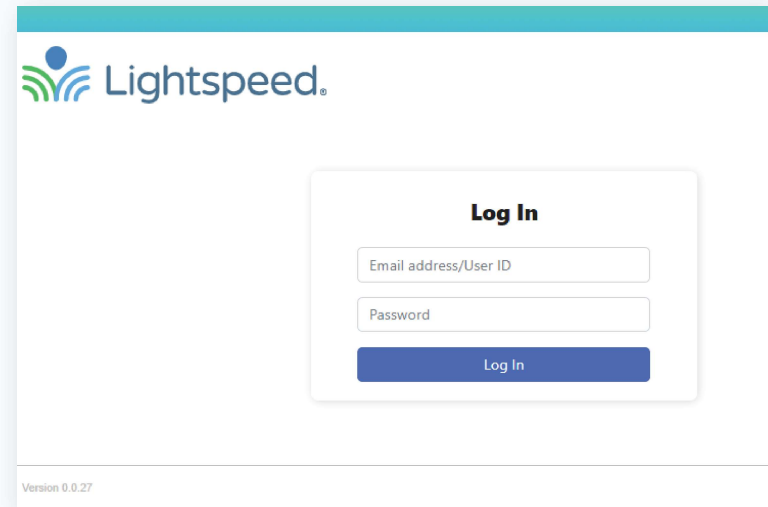
Dashboard

The dashboard is the default page for the web console. When a C25 base is connected to the network, it will show up in the dashboard table.

(See following page for definitions)

① LOCATION OF BASE
USER DEFINED

② PRODUCT
MODEL NUMBER

③ BASE NAME
USER DEFINED

④ SERIALNUMER
OF BASE

⑤ BASE
STATUS

⑥ CALL
STATUS

⑦ DATE
& TIME

⑧ REMOVE
BASE

Lightspeed

User: Admin, Role: Administrator | Sign Out

Location	Product	Base Name	Serial Number	Base Status ↓	≡	Call Status	Date & Time	Remove
C109	Cascadia C25	Math 1	02C25ZS234300244	Ready		Idle	11/9/2023, 4:17:51 PM PST	
C108	Cascadia C25	Math 2	02C25ZS234300079	Ready		Idle	11/9/2023, 4:17:51 PM PST	
C107	Cascadia C25	Physics 1	02RBNZS231800074	Low Power Mode		Idle	11/9/2023, 4:17:48 PM PST	
C101	Cascadia C25	ELA 1	02RBNZS231800060	Low Power Mode		Idle	11/9/2023, 4:17:52 PM PST	
DV49	Cascadia C25	Mike DV49	02C25ZS233900049	Disconnected		Idle	11/1/2023, 7:04:25 AM PDT	🗑
	Cascadia C25		02C25ZS233900037	Disconnected		Idle	11/9/2023, 3:24:49 PM PST	🗑
	Cascadia C25		02C25ZS233900051	Disconnected		Idle	11/8/2023, 12:33:45 PM PST	🗑

Navigation buttons: Dashboard, Maps, Logs, Firmware, Programming, SIP Calling, LDAP

Lightspeed School

NAVIGATION

SCHOOL NAME
USER DEFINED

37

Dashboard Definitions

1. **Location:** Alphanumeric user defined location of the base. New bases on the network will have no location data.

2. **Product:** Product model number

3. **Base Name:** Alphanumeric user defined name of the base. New bases on the network will have no name data. If left blank this field will default to the location data.

4. **Serial Number:** Serial number of base

5. **Base Status:** Current status of the base

   • Disconnected: Base has missed 3 network health checks and can no longer be found on the network.

   • Emergency/Emergency Nearby: If an emergency alert is triggered from a base on the network with a paired mic, the status of that base will change to Emergency. If the alert comes from a non-paired mic, the status will change to Emergency Nearby.

   • Help Requested/Help Requested Nearby: If a non-emergency alert is triggered from a base on the network with a paired mic, the status of that base will change to Help Requested. If the alter comes from a non-paired mic, the status will change to Help Requested Nearby.

   • Low Power Mode: After 1 hour of inactivity or audio input, the base will enter a low power mode. Check manual for mention of low power/standby

   • Idle: Base is in full power mode and has passed a network health check.

6. **Call Status:** Current call status of the base

   • Idle: No call currently being made

   • Ringing: Call in progress

   • Busy: Destination phone not available

   • Connected: Call connected and in progress

   • Failed: Call not able to be initiated for unknown reason

   • Disconnected: Base status is Disconnected.

7. **Date & Time:** Timestamp of the last known good network health check for a base. Health checks are performed every 5 seconds and the timestamp will flash green.

8. **Remove:** Remove a base from the dashboard. Only available for disconnected bases.