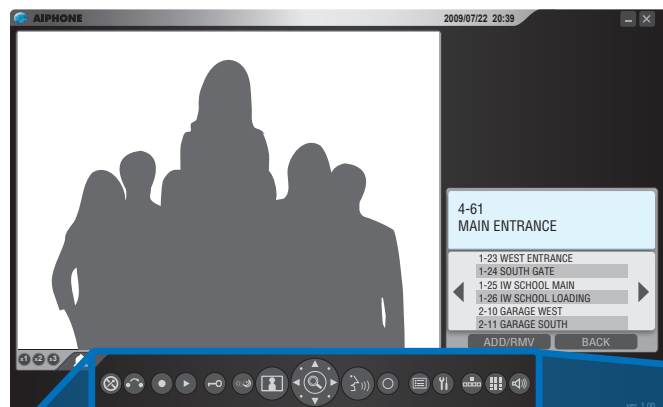# This operation guide describes the basic functions of your IS Series PC Master Station Software

For a complete operation manual (1.3 MB), scan QR code or use link to download it from the manufacturer's website: **www.aiphone.com/is-soft_op-man**

⊕ AIPHONE®

IS-SOFT
PC Master Station Software

Talk Button

Click the talk button to answer an incoming call or respond to an incoming page.* Once answered, the conversation becomes hands-free. To make a call, search for the station or zone using the keypad buttons or the LIST button. Once selected, click the TALK button to establish the call. The spacebar also functions as the talk button.

Responding to a page while in broadcast mode is not an option.

Off Button

Click the off button to end a call (this does not turn off the software). If in monitor mode, click the off button to stop monitoring. If receiving a page, click the off button to stop the page from going to your specific master station software. The escape key also functions as the off button.

Privacy Button

There are three privacy settings: OFF, 1, and 2. If set to OFF, a call from another master station can be answered by a voice response. If set to 1, a call from another master station can be answered by clicking the talk button. If set to 2, a call from another master station will provide a sound notification to you and the caller, indicating the station is in "do not disturb" mode. Click the privacy button to select the desired setting (the button remains lit when the feature is activated).

Transfer Button

To manually send an answered call to another master station within the system, click the transfer button and select a destination (the button blinks when transferring). To automatically send incoming calls to another master station within the system (call transfer), click the transfer button to select your transfer options (the button remains lit when the feature is activated).

Record Button

There are three ways to record a call: Snapshot, Video, and Auto Recording. If set to Snapshot, click the record button to save one image from the call. Audio recording is not possible in Snapshot mode. If set to Video, click the record button to save motion JPEG from the entire call. If set to Auto Recording, one image (Snapshot) or motion JPEG (Video) will automatically be saved once a call comes in. The button remains lit when set to Auto Recording. To set the location for storing saved images, use the setting button.

Monitor Button

Click the monitor button to scan through all connected stations (if enabled). To pause, click the monitor button again. Door release is not available while scanning. To monitor a specific station, click the LIST button and use the camera/cursor control and zoom/wide buttons to select a desired station. Once selected, click the monitor button to begin monitoring activity where the station is located.

Adjust Button

Click the adjust button to compensate for low or bright backlight conditions when viewing video from a door station.
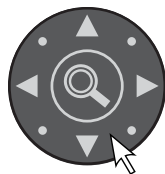
Door Release Button

Click the door release button to unlock the entrance during a call.

Play Button

Click the play button once to view the list of recorded images. Select the desired file and click the play button again to see the snapshot or motion JPEG video. Audio will play if the audio option was set to record along with the video images.

Camera/Cursor Control Button

Click ▲, ▼, ◄, or ► to change the camera view (zoom-view only) or to scroll the cursor through the menu.

Zoom/Wide Button

Click the zoom/wide button to change the screen view during a video call or while monitoring video. When scrolling through a menu, click the zoom/wide button to make a selection.

List Button

Click the list button to view stations and zones within the system. Use the camera/cursor control and zoom/wide buttons to make selections.

Setting Button

Click the setting button to view all setting options for your specific master station software. Use your computer mouse to make selections. Click SAVE to keep any changes.

Volume Button

Click the volume button to view the digital volume window. Once displayed, adjust the call tone, speaker, and microphone volumes until the desired levels are reached.

Keypad Button

Click the keypad button to view the digital keypad window. Once displayed, use the keypad buttons to search for a station or zone by number. To search by name, click the list button and select the name search option. Once selected, use the keypad buttons to type the name of the station or zone.

Speed Dial Button

Speed dial buttons can be programmed to quickly select a station for calling and monitoring. They can also be programmed to quickly select a zone for paging. To program, use the setting button. When programmed, click a speed dial button to display the assigned station. To call/page the selected station at a normal priority level, click the talk button. To call/page the selected station at a different priority level, click the zoom/wide button to select the level before clicking the talk button. To monitor the selected station, click the monitor button.