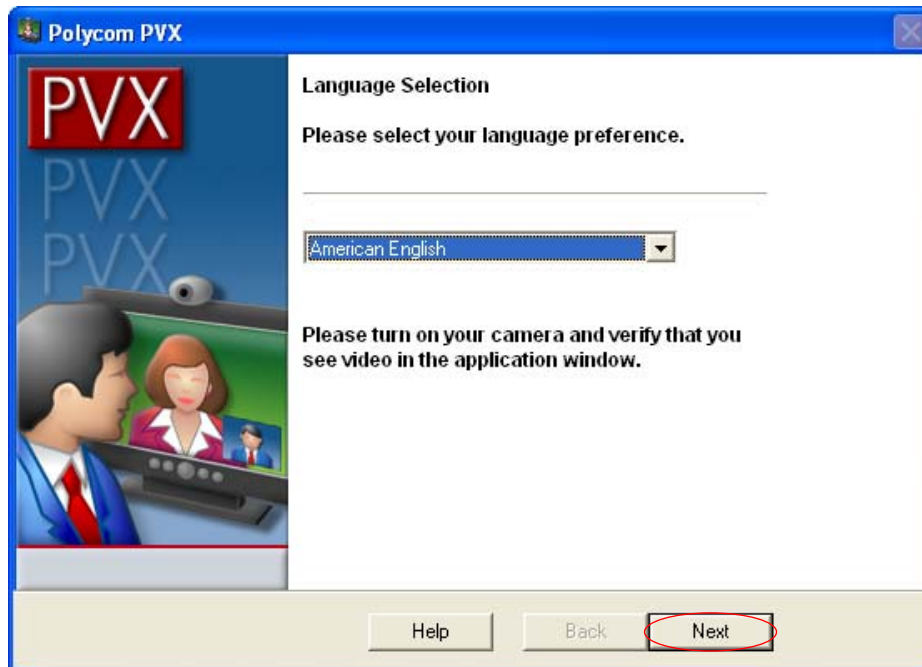


## Running Polycom PVX for the First Time

**Summary:** this document contains instructions for running Polycom PVX for the first time with their own username.

1. Go to **Start > All Programs > Polycom PVX > Polycom PVX**
2. You will now see the *Language Selection* screen
3. Make sure it is set to **American English** and click **Next**



4. Now enter your **Name** and **Email Address** and click **Next**

A screenshot of the Polycom PVX application window showing the "Polycom PVX Information Setup" screen. The title bar reads "Polycom PVX". The main area is titled "Polycom PVX Information Setup" and contains the text "Please enter your user information below, and click Next to continue." Below this are three input fields: "Name:" with the value "John Doe" and "(Required)", "Email Address:" with the value "jdoe@lorainccc.edu" and "(Required)", and "H.323 Extension (E.164):" with the value "1234". At the bottom, there is a checkbox for "Auto-start Application in Background:" which is unchecked. At the very bottom, there are three buttons: "Help", "Back", and "Next". The "Next" button is circled in red.

5. On the *Directory Setup* screen click **Next**

**Polycom PVX**

### Directory Setup

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The application supports Internet Locator Servers (ILS) and Global Directory Servers (GDS). To register with ILS or GDS, enter the server names or IP addresses.

**Internet Locator Servers (ILS)**

Register with this Server

Register with this Server

Register with this Server

**Global Directory (GDS)**

Register with this Server

Register with this Server

Register with this Server

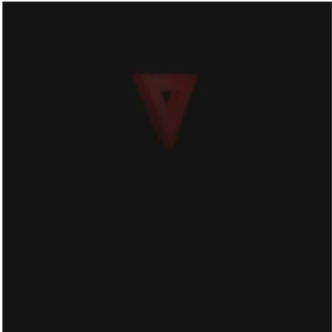
Help Back **Next**

6. On the *Polycom PVX VideoMail Setup* screen click **Next**

**Polycom PVX**

### Polycom PVX VideoMail Setup

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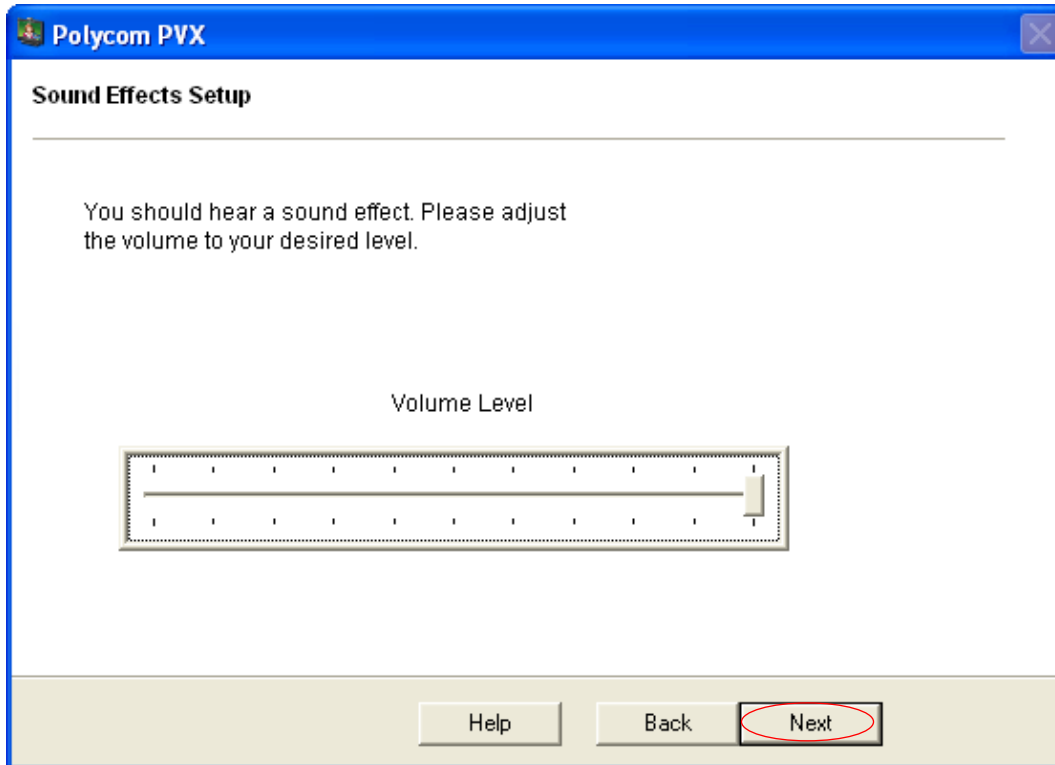


Polycom PVX enables you to create VideoMails which you can send to friends and family! People who don't have Polycom PVX can still play VideoMails. You should see and hear a VideoMail playing now.

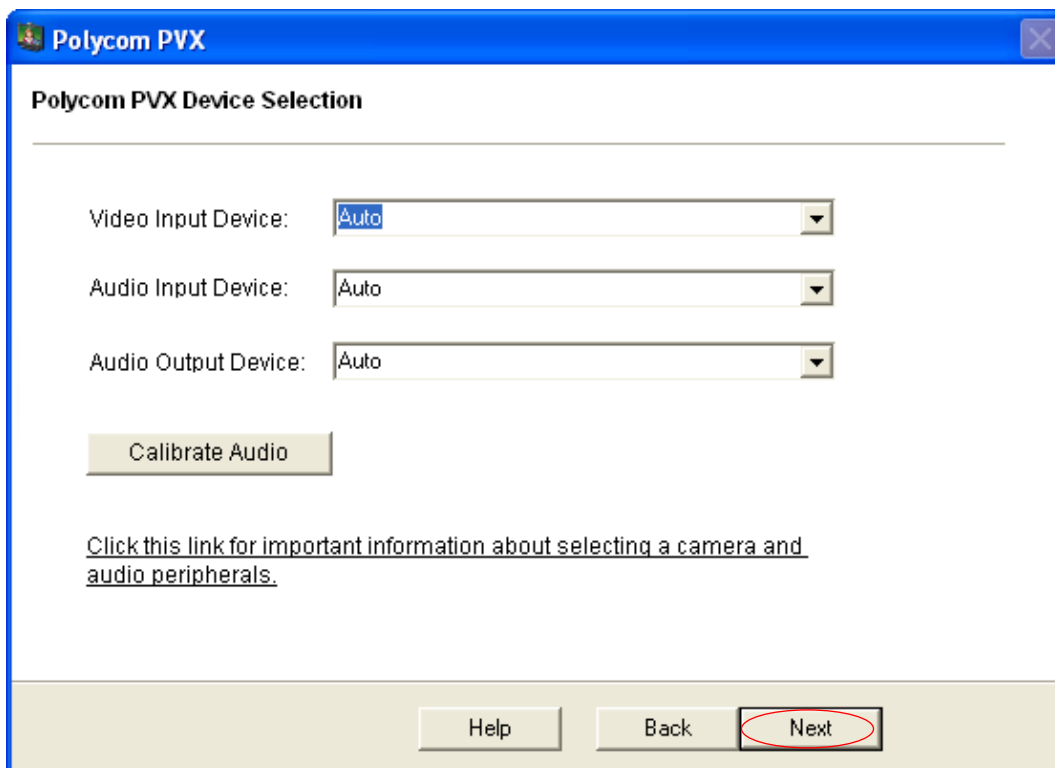
Play

Help Back **Next**

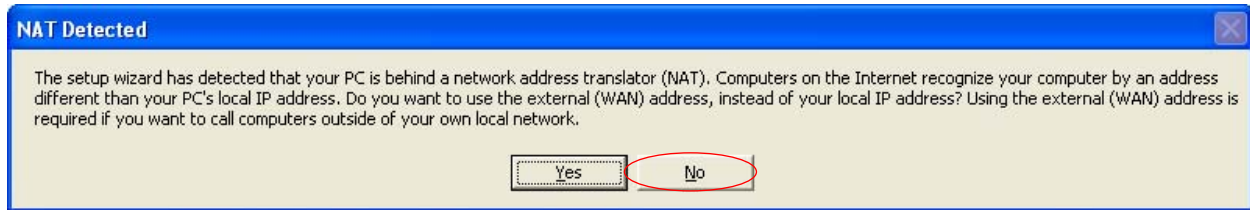
7. On the *Sounds Effects Setup* screen click **Next**



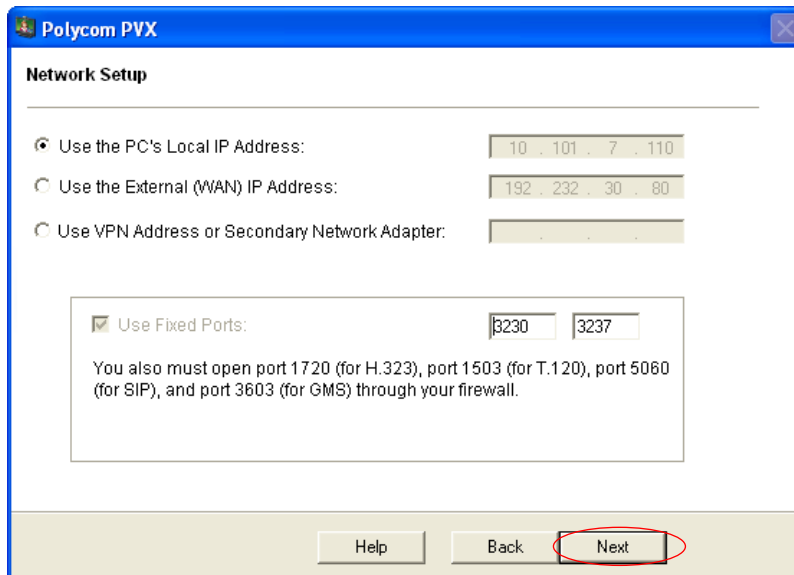
8. On the *Polycom PVX Device Selection* screen click **Next**



9. On the *NAT Detected* box that pops up click **No**



10. On the *Network Setup* screen click **Next**



11. On the *Setup Finish* screen click **Finish**

