Meridia Audience Response System
User Manual

Base Models CB-500-MIE/CB-500-MIU & Keypad Models CK-MIAAA/CK-MICC
Frequency 2.4 GHz

Meridia AAA cell or coin cell battery powered keypads, Models CK-MIAAA and CK-MICC respectively, are wireless, portable devices that, along with one of the base unit options, Model CB-500-MIE or Model CB-500-MIU (powered Ethernet link or USB link respectively), makes it possible for a number of people to participate interactively in either a small or large group situation. The product accomplishes this by sending keypad switch closure information from the keypad to the base unit employing a wireless transceiver to receive the keypad signal. These signals are processed by the base unit and delivered to a host computer which allows the responses to be stored, analyzed and, if desired, displayed on a video projector for feedback to the group showing the results of their participation.

The AAA cell and coin-cell powered keypads are housed in slim blue plastic enclosures similar in appearance to small TV remote control devices. The keypads use a membrane switch panel for numeric entry and utilize a 7-segment LED display for entry and base receipt confirmation indicators for the user.

The system operates on the 2.4 GHz frequency band using frequency hopping, spread spectrum algorithm. In Canada, to prevent radio interference to any licensed service sharing this band, this device is intended to be operated indoors and away from windows to provide maximum shielding. Equipment (or its transmit antenna) that is installed outdoors is subject to licensing.

> *"Operation is subject to the following two conditions: (1) this device may not cause interference and (2) this device must accept any interference, including interference that may cause undesired operation of the device."*

System Setup

1. Unpack the base unit and set it on a table or available surface in the vicinity of where the keypads will be used.
2. Depending upon the base data communication type, Ethernet or USB, connect cables as follows:
   a) If the base is an Ethernet type, plug one end of the longer Ethernet cable provided into the Ethernet port of the PC and the other end into:
      1) If using after-market POE, plug into the POE splitter's input port and connect the shorter Ethernet cable provided between the splitter's Ethernet output port and the Ethernet input port of the base unit. Also connect the DC power cable provided between the splitter's DC power output port and the base unit's DC power input port.
      2) If not using POE, plug into the Ethernet port of the base unit. Plug the AC cord of the DC power source provided into an available wall outlet and the power source's DC output cable into the DC power port of the base unit.
   b) If the base is a USB type, plug one end of the USB cable provided into the USB port of the PC and the other end into the USB port on the base unit.
3. Open the carrying case containing the response keypads and distribute them to the participants.
4. Turn on the computer and start the application software to control the base unit to poll for keypad responses. The application software will have its own instructions for using the system.

Operation

1. Instruct the participants on the usage of the response keypads and procedure for responding.
2. Ask a question and/or send prompts from the base unit for keypad 7-segment LED display and allow enough time (at least 10 seconds) for all participants to respond. Observe the results on the screen and optionally save the results for later analysis if desired.
3. Proceed and repeat the process for the next question.
4. Continue until all questions are completed.
5. Analyze the responses for the period and run printouts if desired.

System Shutdown

1. Turn off the power to the computer.
2. Unplug the data cable (Ethernet or USB) from the computer and store it in its carrying case.
3. Store the base and accessories, as applicable (e.g. POE splitter adapter and associated cables), in the carrying case.
4. Collect the keypads and return them to the carrying case.
5. The system is now ready for transporting.