



Read Me First

Polycom ReadiManager LX100

Congratulations on your purchase of Polycom ReadiManager LX100. Polycom ReadiManager LX100 is a pre-installed server with software that provides scheduling and management for video, audio, and data conferencing. A client/server software tool, Polycom ReadiManager LX100 encompasses scheduling and centralized management for your enterprise-wide video communications network.

Polycom ReadiManager LX100 comes with a set of documentation to help you set up and manage your videoconferencing network, equipment, and scheduling.

Printed documents

Read Me First

Polycom ReadiManager LX100 Getting Started Guide

Online Documents accessible on the CD or by clicking help

Polycom ReadiManager LX100 Scheduling Administrator's Guide

Polycom ReadiManager LX100 Device Management Guide

Polycom ReadiManager LX100 System Configuration

Polycom ReadiManager LX100 Scheduling Guide

Documentation for using the Microsoft Outlook and Lotus Notes scheduling components

Your next step will be to read the Polycom ReadiManager LX100 Getting Started Guide, which will give you guidance in setting up the unit to work within your network.

Licensing

If you bought a Polycom ReadiManager LX100 with 100 seats, you will receive a unit that has a license for 50 seats and a preprinted license for an additional 50 seats. Please follow the directions on the license to upgrade your unit to 100 seats.

Known Issues

A document detailing known issues will be available on the Polycom Resource Center, <http://extranet.polycom.com>.

Support and Service Agreements

If you purchased your product from a Polycom Authorized Reseller, contact the Authorized Reseller for information about support and service agreements applicable to your product. For Polycom Service information and eSupport, an extensive knowledge base and interactive troubleshooting program, go to the Polycom web site <http://www.polycom.com>. For additional information on Polycom Service, call 1-800-POLYCOM, 1-408-526-9000, or your local Polycom Office (as listed on the <http://www.polycom.com> web site).