

### Paperless Conference System Client Software V3.0

TS-8304R1 /customized/



The client software of paperless conference system supports in-conference file push, file distribution, browsing and reading, file annotation, sign-in, voting and scoring, conference minutes, electronic whiteboard, electronic nameplate, conference communication, conference service, video signal interconnection, conference management, screen sharing, large-screen video matrix, large-screen VOD and other applications. Working with a paperless lift, it can be applied to various high-end conference occasions, as well as important government affairs, business, enterprises and institutions and large-scale event venues.

### Feature:

- \*The software runs on the Windows operating system and adopts a C/S architecture. It has functions such as file push, file distribution, browsing and reading, file annotation, smart sign-in, voting and scoring, meeting minutes, electronic whiteboard, electronic nameplate, conference communication, conference service, video signal interconnection, conference control, same-screen broadcasting, large-screen video matrix, and large-screen on-demand.
- The national secret SM2 and SM4 national secret encryption algorithms are used to encrypt data files and keep them encrypted during transmission. They can be decrypted, displayed, read, and annotated through paperless client software to ensure the security of conference data.
- \*It has multiple conference modes, including normal mode and confidential conference mode. After the confidential conference mode is enabled, you can customize antiscreenshot (Android paperless), participant file watermarks, and file reading and burning mechanisms to ensure the security of conference files.

  \* The user software is installed on each terminal and has the necessary meeting functions such as meeting agenda, materials, voting, etc., and has English/Chinese/
- Mongolian language as options.
- \*It has the function of switching the client conference layout mode, and can switch 4 different layout modes according to user needs, including card mode, introduction mode, navigation mode, and classic mode; card mode, the topic is presented on the homepage in the form of cards, and all topics (including the agenda) can be viewed on the homepage by sliding horizontally; simple mode: the agenda is presented on the homepage in the form of a program list, and can be viewed by sliding vertically; navigation mode: the homepage interface has a navigation directory, and the corresponding function list check-in, voting, scoring, minutes, and video content are displayed at the same time; classic mode, click the corresponding function module, enter the function details interface in a hierarchical manner, and display the corresponding function-related viewing and operation content.
- \*It has the function of selecting broadcast/lecture mode, including free mode, application mode, and autonomous mode; in free mode, when the user initiates screen broadcast/lecture, no other operation is required, and the screen broadcast/lecture function can be entered with one click; in application mode, when the user initiates screen broadcast/lecture, it is necessary to wait for the administrator to confirm the management configuration before entering the screen broadcast/lecture function; in autonomous mode, when the user initiates screen broadcast/lecture, the person who can view the same screen broadcast can be selected; it supports broadcast timing function, which can
- switch between no timing mode, positive timing mode, and countdown mode, and the countdown time can be set.

  \*It has the function of scanning code files and taking them away, and the function of generating QR codes for conference materials. According to the attributes of the meeting, it can control the display of QR code projection for participants to scan the code and download the conference materials.
- \*It supports the conference information display page, and can directly view the conference agenda, conference introduction, conference host and other information. \*Support document reading, can read a variety of file formats, including common formats doc/docx/xls/xlppt/pptx/pdf/txt/jpg/png, etc., support permission setting function,
- participants can only see the files they have permission to view; with double-finger zoom in and out document reading function.

  \*Support viewing the list of participants and the seating chart of the meeting personnel, support zoom in/out to view the seating chart.

  \*Support document annotation function, support common document formats (doc/docx/xls/xlsx/ppt/pptx/pdf/png/jpg), can annotate and re-annotate and save document images, and support multi-person interactive annotation.
- \*Support U disk to upload multiple meeting materials, read files or upload to share with other participants, and the uploaded files can be saved in the server and local terminal. \*With the function of scanning code to upload materials, support mobile terminals to directly upload files, videos and other meeting materials by scanning QR codes.
  \*Support electronic whiteboard function, which can be a local whiteboard or a multi-person interactive whiteboard. The electronic whiteboard supports inserting background
- images, drawing graphics, text input, line width adjustment, brush color adjustment, stroke erasing, one-key clearing, undo and restore, etc.
- \*Support screenshot annotation, which can be annotated by one person or multiple people. Support graphic drawing, text input, line width adjustment, brush color adjustment, stroke erasing, one-key clearing, undo and restore, etc. The annotated by one person or multiple people. Support graphic drawing, text input, line width adjustment, brush color adjustment, stroke erasing, one-key clearing, undo and restore, etc. The annotation results can be saved to the server and automatically archived after the meeting.

  \*Support paperless meeting mode and ordinary computer mode, and can switch modes at will during the meeting.

  \*You can call the conference service during the meeting, and the options include tea, pen, paper, etc. You can also customize the input service requirements; after the call,
- the waiting status will be displayed, and the status will be displayed as completed after the logistics service personnel complete the processing; if the user does not need the service, the call can be canceled.
- \*Built-in browser, supports browsing Ethernet network, can access OA, mailbox, etc., can be set up uniformly in the background, click to directly open the configured webpage.
  \*With screen broadcast function, participants can share local screens with other participants during the meeting, and support cross-platform (Windows system, Android, Hongmeng, Galaxy Kylin desktop operating system, Tongxin desktop operating system) broadcast, screen broadcast/document presentation supports application mode. After the application is initiated, the same screen broadcast can be initiated only after the meeting administrator agrees. The same screen broadcast has a timing function, which
- \*Support conference video on demand and local video terminal on demand. Support real-time viewing of server video live broadcast.
- \*Support personal center (personal space) function, which can view the meeting information, topic files, annotation content, and meeting minutes of the meetings you have participated in.
- Supports the function of meeting notes. Meeting notes can be recorded at any time during the meeting, and can be saved and downloaded locally. (Keyboard and mouse are recommended)
- \*It has the function of pausing the meeting during the meeting. When the administrator clicks to pause the meeting, all user pages are locked and cannot be operated. The large screen content will also be blocked to enhance system security.

  \*Supports the calculator function, calling the system calculator for addition, subtraction, multiplication and division operations.
- \*It has magnifying glass and spotlight functions. The magnifying glass can be used with the mouse and keyboard to zoom in and out of the screen as a whole, and the spotlight can focus on the displayed content locally.
- \*Supports meeting sign-in, support signature sign-in, button sign-in, and sign-in upon login; supports check-in status viewing, and displays the personal sign-in status, sign-in method and other information of the participants.



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- \* Supports multimedia sharing function. Multiple media (terminal screen desktop, external signal, electronic whiteboard, document) are shared to other terminals in a broadcasting manner, and these media information can be browsed together and can be operated interactively.
- \* Support large-screen video matrix function, can set the size and position layout of the matrix window, and can support pushing multiple media sources (video on demand, live video, external signal, same-screen signal, electronic whiteboard, document) to the large screen for playback at the same time.
- \* The conference host can control and manage the conference sign-in, control the start and end of the sign-in, support assisted sign-in, view the current sign-in status, and project the sign-in process results in real time.
- \* The conference host can control the preparation, start, and end of the conference topic, and can notify Hou Huiping and the client of the topic start reminder; after the topic is opened, the large screen automatically displays the topic slogan content.
- \* The chairman's authority or secretary's authority can enable, end, and view the statistical results of the conference voting; support voting countdown, voting notes, real-time screen display of voting results, voting signature confirmation, etc.; support voting anti-peeping function (random display of voting items).
- \* The conference host can control the start and end of the scoring function, view the statistical results function, and project the scoring process results in real time; support up to 100 scoring items; support scoring signature confirmation.
- \* Support centralized control operation, control the terminal to switch to display the welcome page, exit the welcome page, display slogans, exit slogans, display nameplates, exit nameplates, large screen on, large screen off, pause the meeting, continue the meeting, end the meeting, control the terminal power on and off, support the shutdown control of the server, support the unified lifting of paperless lifters and microphones.
- \* The conference host can control the switching of multiple conference slogans and push them to the large screen and terminal.
- \* The conference host can broadcast the local screen of any participant to any or all participants through signal management, and can also end the shared screen of any participant; the group same-screen broadcast can support up to 8 groups, and the maximum support for large-screen display is 4 channels. The video and external signals in the signal management can be previewed and viewed.
- \* The conference host can manage the meeting minutes, support uploading, creating, modifying, distributing minutes, collecting participants' opinions, and managing the viewing permissions of the minutes files; and can initiate joint signing, generate joint signing documents and final minutes files on the spot; the minutes signature increases the pen stroke effect.
- \* Support terminal configuration program, which is convenient for venue managers to uniformly configure terminals.
- \* Support speech application, and participants can speak in an orderly manner through speech application. (Microphone host and microphone are required)
- \* Support client shortcut function floating ball, drop-down menu bar and multiple styles.
- \* Support personal center H5 web page display, you can upload materials before and during the meeting, view materials, support viewing materials and annotated files of historical meetings after the meeting, and apply for permission before and after the confidential meeting to view meeting materials.
- \* Support personal micro terminal function, participants can view the meeting materials that have not started, are in progress and have ended through the mobile app, including meeting information, list of participants, meeting topics, temporary materials, and meeting minutes.