



Yealink MeetingBar A20 Kit



English | 简体中文 | Deutsch | Français | Español

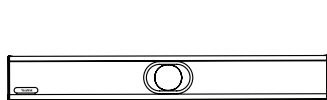
Quick Start Guide (V1.1)

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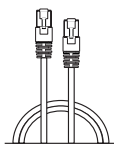
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Package Contents

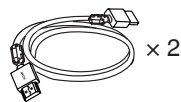
• Standard accessories



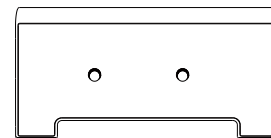
MeetingBar A20



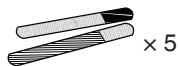
(3 m, 9.84 ft)
CAT5e UTP (RJ45 - RJ45) Cable



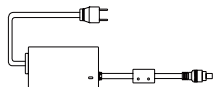
(1.8 m, 5.91 ft)
HDMI 2.0 Cable
(for the display device)



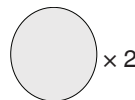
TV-Clip Mount
(for installing)



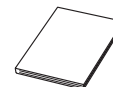
(20 * 200 mm)
Cable Ties



(3.5 m, 11.48 ft)
Power Adapter (48 V/0.7 A)



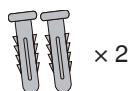
($\phi 38$ *T1.2mm)
Silicone Pad



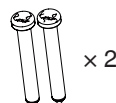
Quick Start Guide



Mounting Bracket



$\phi 6$ * 30 mm, white, Polyamide



4*30 FAHOZN3+



1/4" -20 UNC

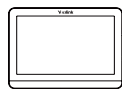
• Optional accessories



VCR11



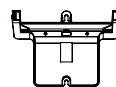
AAA Battery x 2



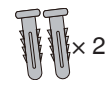
CTP18



(WH-85*3.0mm)
Screwdriver



Mounting Bracket



$\phi 6$ * 30 mm,
white, Polyamide



4*30 FAHOZN3+



2*6KMOZN3+



(7.5m, 24.61ft)
CAT5e UTP (RJ45 - RJ45) Cable



Cable lock box



(W25.4*L50mm,3M)
Velcro

Cable Lock Box



PoE Injector



(3m, 9.84ft)
CAT5e FTP
(RJ45 - RJ45) Cable



(1.8m, 5.91ft)
Power Cord
(100-240 V)

PoE Adapter

Remote Control Package

Touch Panel Package



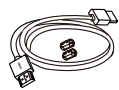
VCH51



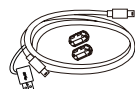
Interface
Protective Cover



(7.5m, 24.61ft)
CAT5e UTP
(RJ45 - RJ45) Cable



(0.6 m, 1.97 ft)
HDMI Cable



(0.6 m, 1.97 ft)
USB 3.1 (C - C) Cable
(with USB 2.0 AM to TYPE-CF adapter)

VCH51 Sharing Kit

Endpoint Installation

• Mount on a Wall

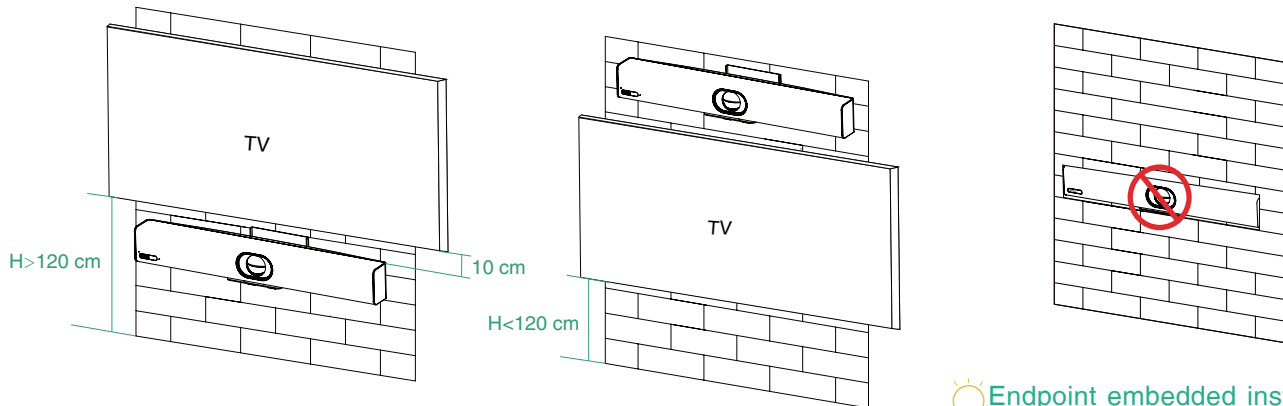
Step1: Determine A20 position

The mounting height affects your camera view. The recommended height is 1.1 m above the ground.

Unboxing Video
(Teams)



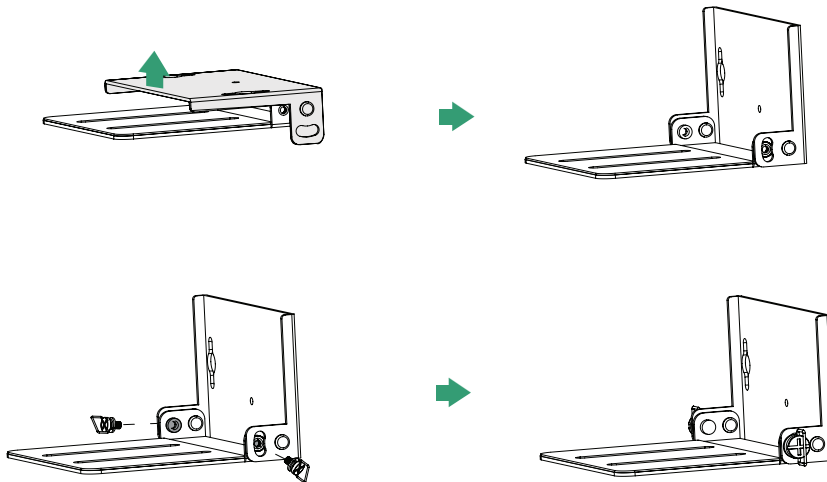
Unboxing Video
(Zoom)



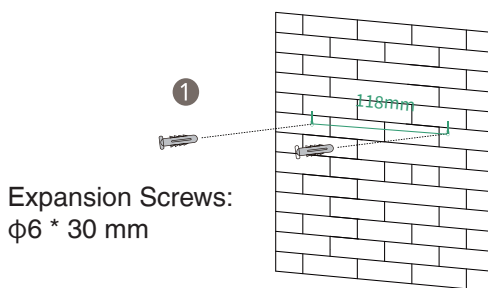
💡 Endpoint embedded installation is prohibited (For example: inside the wall, enclosed space).

Step2: Assemble the mounting bracket

Use the bracket to mount your endpoint on a wall.



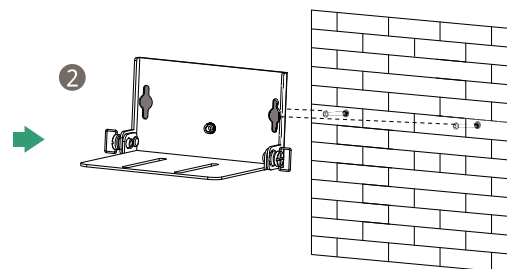
Step3: Mount the A20 to the wall



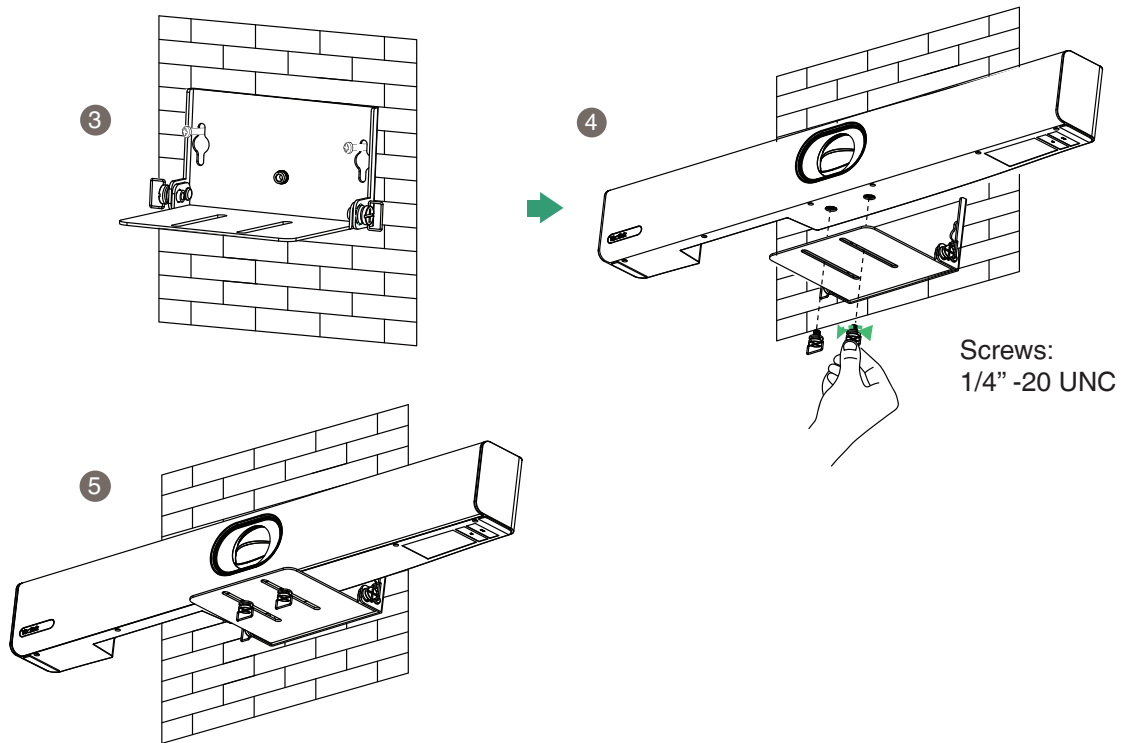
Expansion Screws:
 $\phi 6 * 30 \text{ mm}$

Hole depth: 6 mm

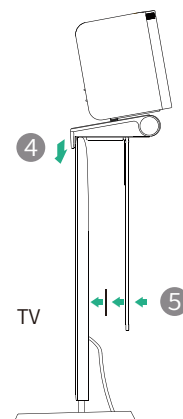
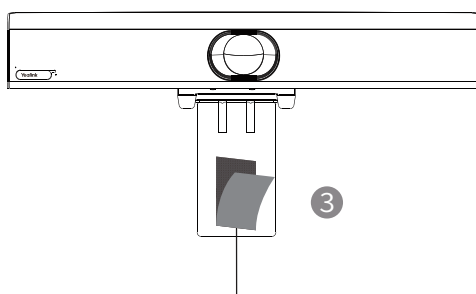
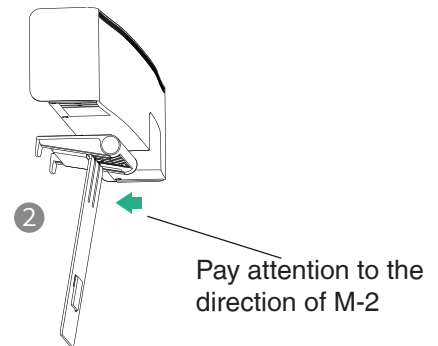
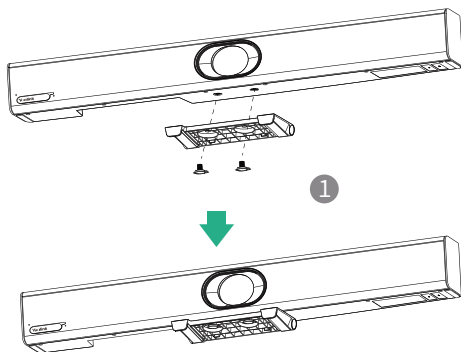
Hole diameter: 30 mm



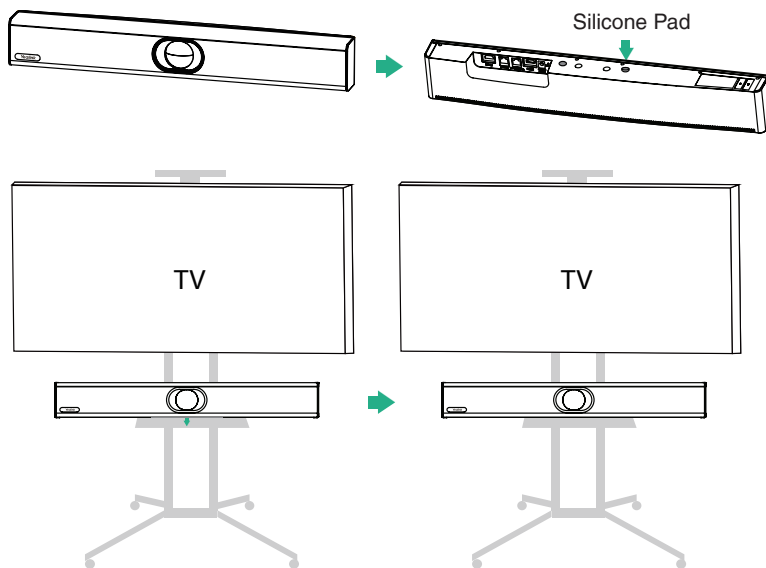
Screws:
4*30 FAHOZN3+



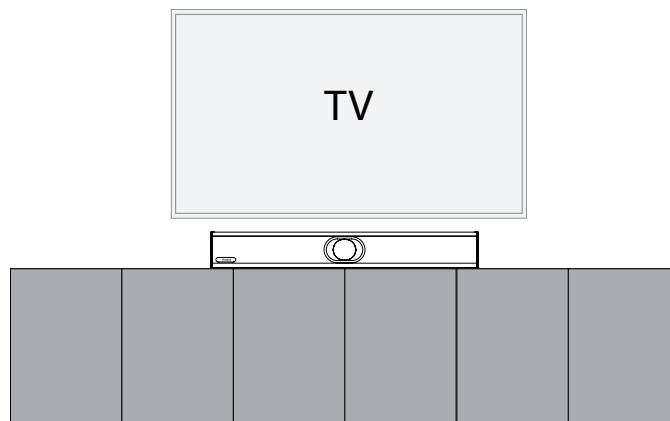
• Using TV-Clip Mount



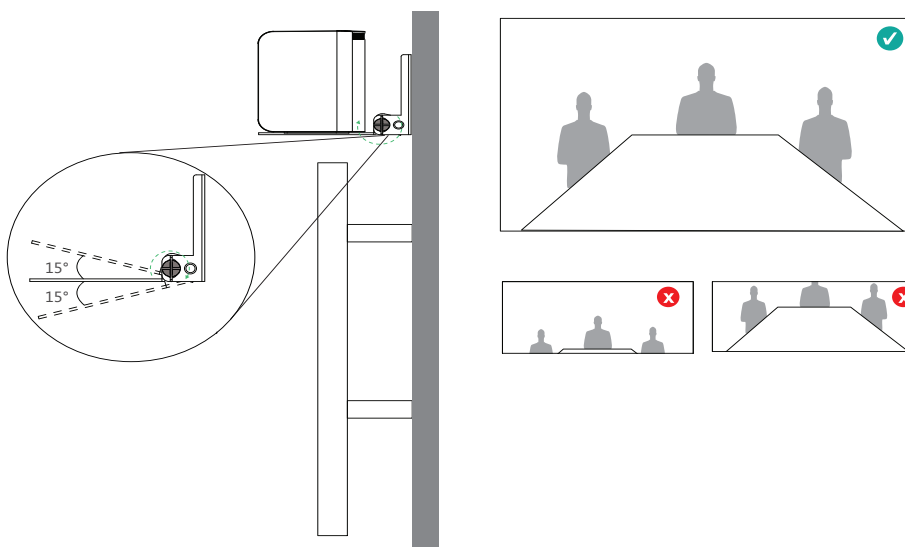
- Put on a TV stand cart platform



- Put on a desk

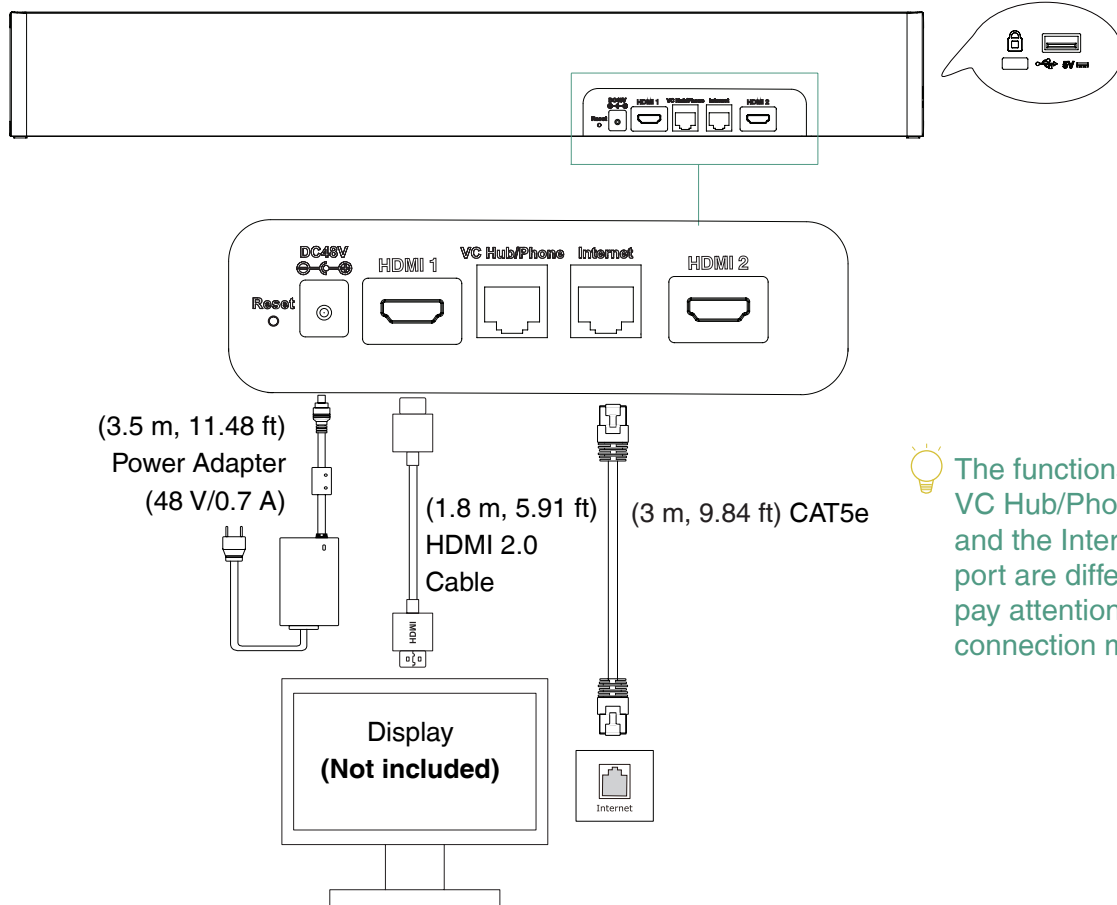


Adjusting the Camera Tilt



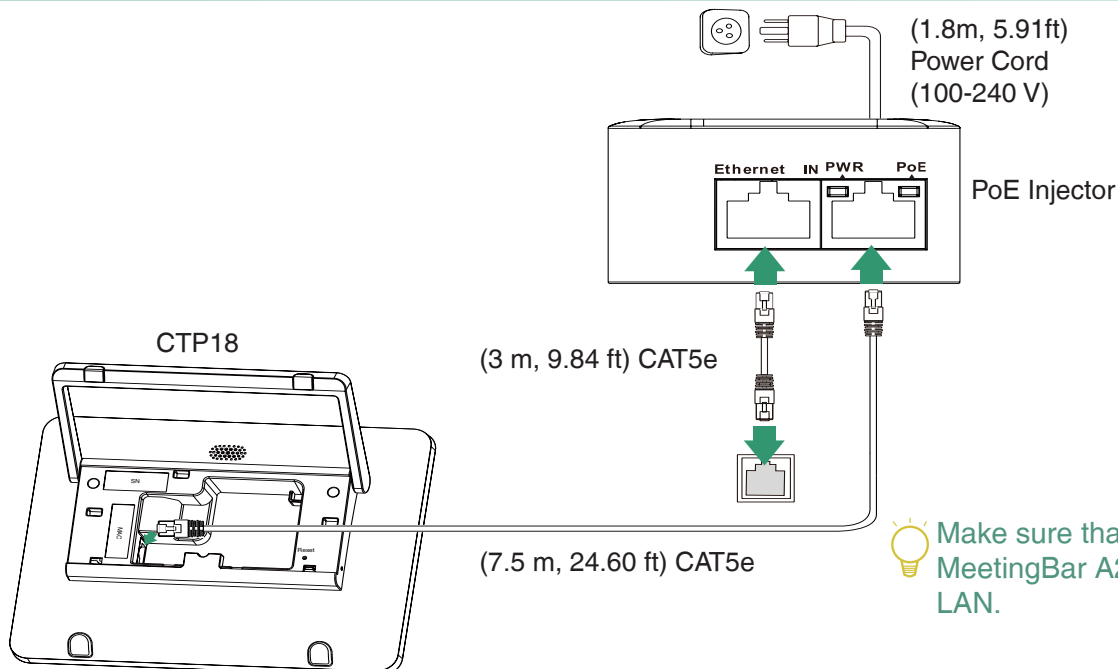
Endpoint Connection

MeetingBar A20 (Endpoint)



- If you only need to use one display, please connect to HDMI 1 port.
- Not included accessories requirements:
» Display: Resolution of 1080p or higher and with an HDMI port.

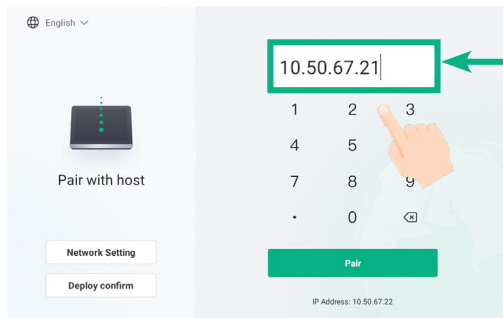
CTP18 Connection



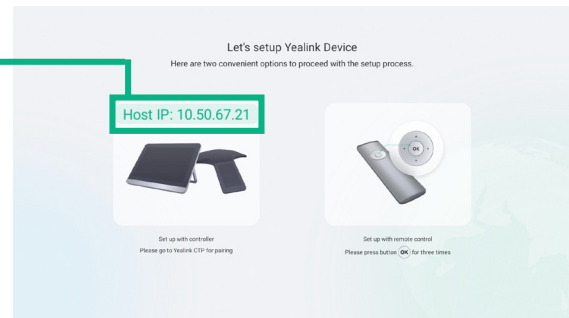
Pair with the CTP18 (Optional)

💡 For a better pairing experience, we recommend starting the A20 endpoint first and then the CTP18. If you purchased a combination kit, MeetingBar A20 and CTP18 would be paired automatically. You can go to step 2 directly.

1. Pair manually: On the CTP18, enter the IP address of the MeetingBar A20 on display.



CTP18



MeetingBar A20

2. Initialize language, network, time zone, and auto update, and select the desired platform. If you select **General Mode (BYOM)**, refer to the **General Mode (BYOM)** section.

3. Account login (Contact the corresponding service provider to obtain an account)

Teams:

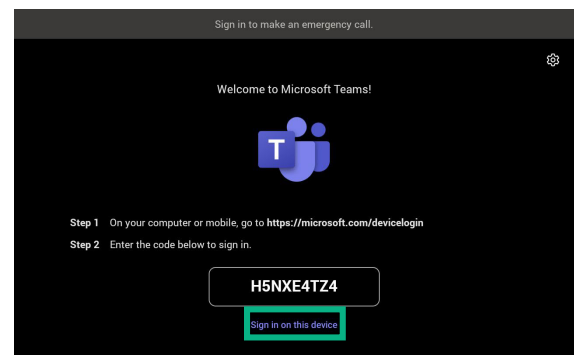
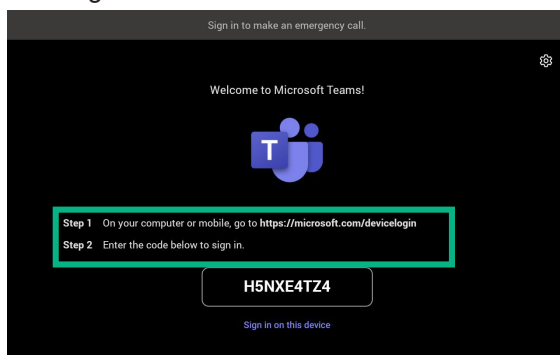
- ① Sign in the same Microsoft Teams account on both CTP18 and MeetingBar A20.

Method 1: Sign in on the website

Find a networked computer and operate it according to the interface prompts of CTP18 and MeetingBar A20.

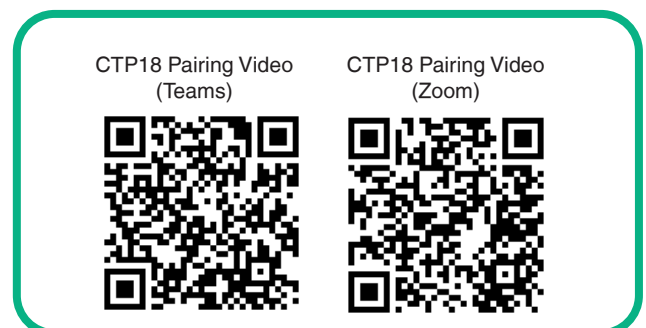
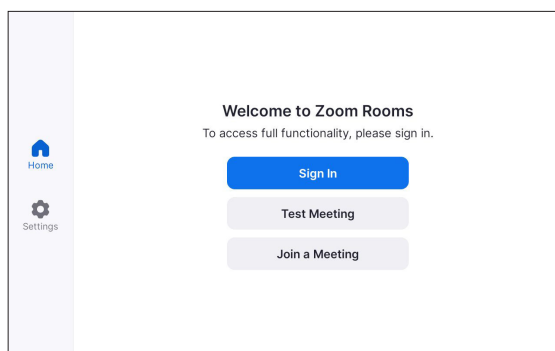
Method 2: Sign in on the device

💡 Use the remote control to operate it if your display does not support touching.



- ② Select the desired endpoint on the CTP18.
- ③ Enter the pairing code displayed on the endpoint on CTP18 and complete pairing.

Zoom: Follow the prompts on CTP18 to sign in account.



General Mode (BYOM)

1. Do one of the following to select **General Mode (BYOM)**:

- When selecting a platform during power-on initialization, select **General Mode (BYOM)**.
- After logging in, you need to reset to factory before switching platforms:

Teams: Go to **More > Settings > Device Settings > System**, enter the admin password (0000), and select **Reset to factory**.

Zoom: Go to **Settings > General > System Settings > System**, enter the admin password (0000), and select **Reset to factory**.

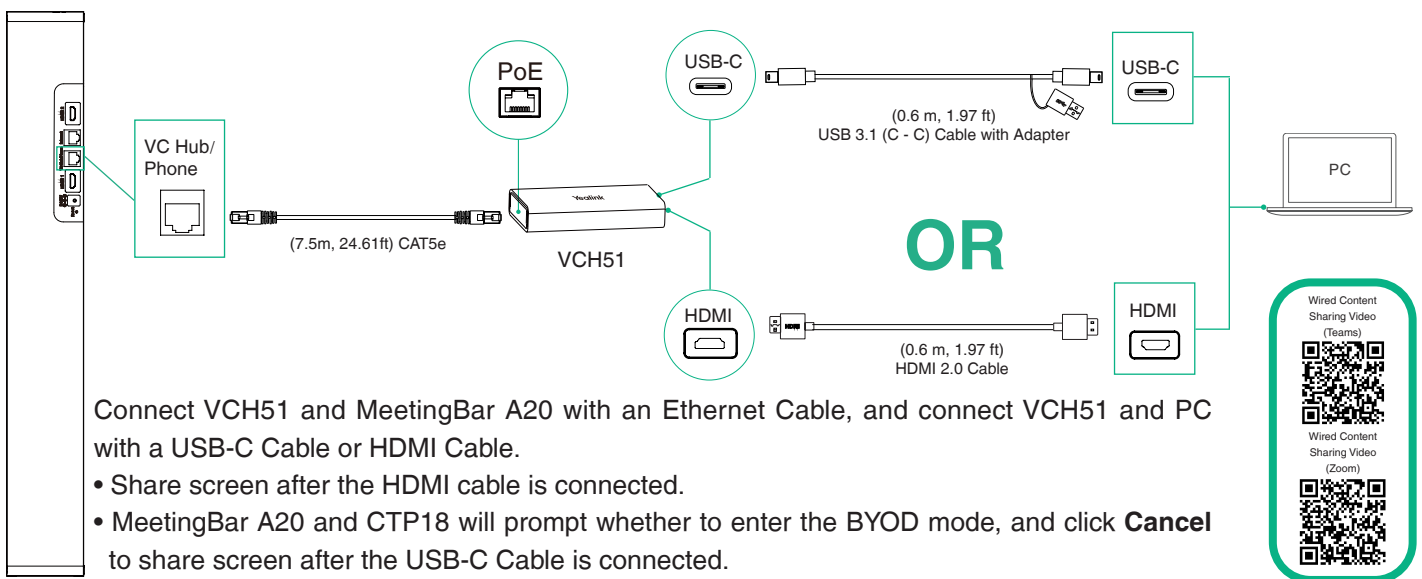
2. Refer to steps 1 and 2 of **Wired BYOD Mode** to enter **BYOD Mode**.

General Mode (BYOM) Video

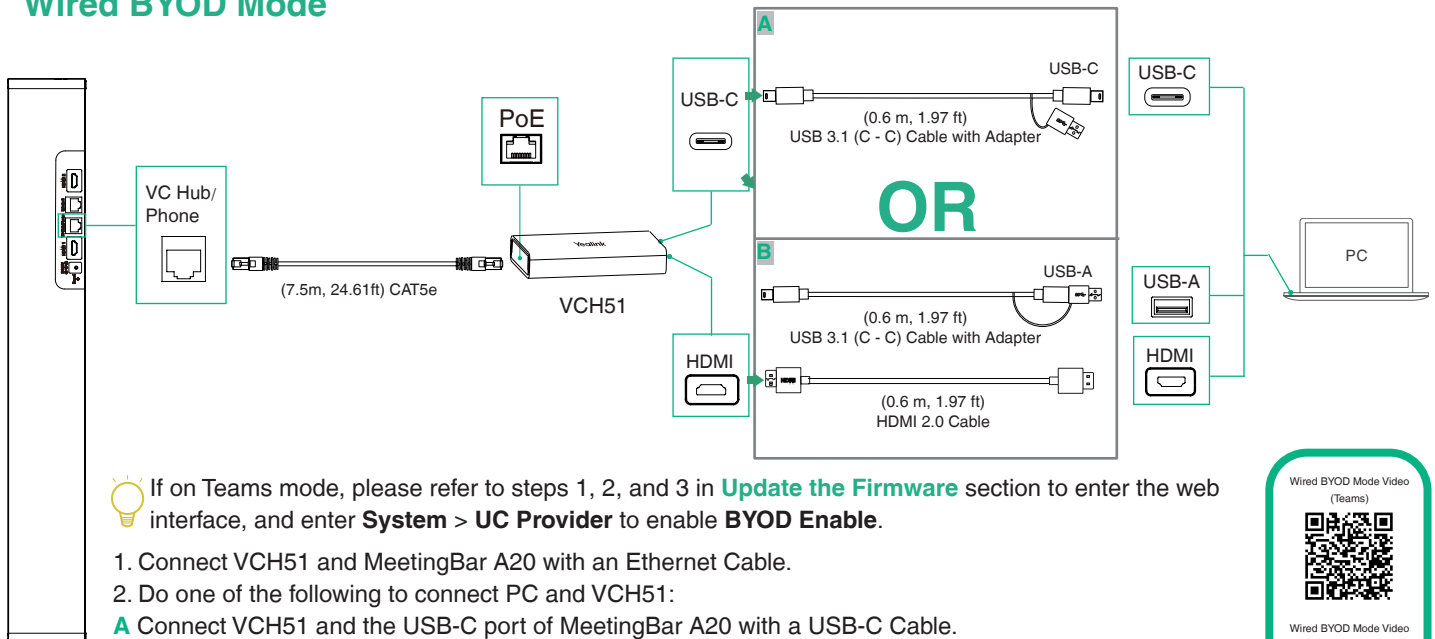


Wired Content Sharing/Wired BYOD Mode

Wired Content Sharing



Wired BYOD Mode



1. Connect VCH51 and MeetingBar A20 with an Ethernet Cable.

2. Do one of the following to connect PC and VCH51:

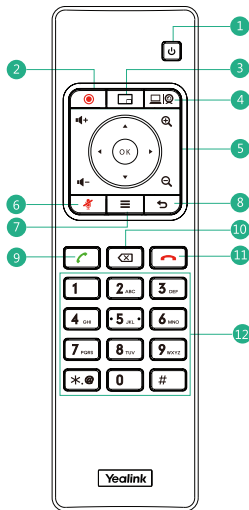
A Connect VCH51 and the USB-C port of MeetingBar A20 with a USB-C Cable.

B Use a USB-C Cable (with USB-A adapter) to connect the VCH51 and the USB-A port of the computer, and use an HDMI Cable to connect the VCH51 and PC.

3. Enter BYOD Mode: MeetingBar A20 and CTP18 will prompt whether to enter the BYOD mode. Click **OK** to enter BYOD Mode.



Teams Remote Control (Optional)



- 1 Power Key*
- 2 Record Video Key*
- 3 Layout Key: Adjust the layout during the meeting*
- 4 Custom Key: Switch to General Mode (BYOM)*
- 5 Volume Key: Zoom In/Out: OK Key: Navigation Key:
- 6 Mute Key
- 7 Home Key: Go back to the home screen during non-calling. Open the menu bar during the call.*
- 8 Return Key
- 9 Dial Key
- 10 Delete Key
- 11 Hang up Key
- 12 Character Keys



* Coming Soon

The keys in different modes are different, please refer to the actual circumstances.

Upgrade the Firmware

You need to upgrade the firmware of MeetingBar A20 and CTP18 separately.

1. (Teams) Go to **More > Settings > Device Settings > About** to obtain the IP address.
(Zoom) Go to **Settings > System Setting > About** to obtain the IP address.
2. Open a web browser and enter the device's IP address in the address bar. For example, [http\(s\)://10.82.24.11/](http(s)://10.82.24.11/), and press **Enter**.
3. Enter the administrator username and the password, and click **Login**. (The default user name is "admin", the password is "0000").
4. Go to **System > Update**.
5. On the right side of **Stored Firmware**, click **Select File** to upload the desired firmware.
6. Click **Update**.

Please get the latest firmware at <https://support.yealink.com/>.

For other functions and accessories, please refer to the Help Center.

If there are any problems during the deployment, you can submit a ticket at <https://ticket.yealink.com/>, and we will have corresponding engineers to deal with it.

Help Center (Teams)



Help Center (Zoom)





Declaration of Conformity

We,

YEALINK(XIAMEN) NETWORK TECHNOLOGY CO.,LTD

Address: 309, 3rd Floor, No.16, Yun Ding North Road,

Huli District, Xiamen City, Fujian, P.R. C

Manufacturer: YEALINK(XIAMEN) NETWORK TECHNOLOGY CO.,LTD

Address: 309, 3rd Floor, No.16, Yun Ding North Road,

Huli District, Xiamen City, Fujian, P.R. C

DATE: 30th /February/2021

declare that the product

Type: Video Conferencing Endpoint

Model: MeetingBar A20

meets the essential requirements and other relevant provisions according to the following EC directive

Directive: 2014/30/EU, 2014/35/EU, RED 2014/53/EU

Conformity

The product complies with the following standards:

Safety : **EN 62368-1:2014+A11:2017**

EMC:: **EN 55032:2015**

EN 55035:2017

EN61000-3-2: 2014

EN61000-3-3: 2013

Radio: ETSI EN 301 489-1 V2.2.3,

ETSI EN 301 489-3 V2.1.1,

ETSI EN 301 489-17 V3.2.2,

ETSI EN 300 328 V2.2.3;

ETSI EN 301 893 V2.1.1

EN 300 440 V2.2.1

Health :EN 62311:2008; EN62479:2010

Directive 2011/65/EU and (EU)2015/863 of the European Parliament and of the Council of 8 June 2011 and 4 June 2015 on the restriction of the use of certain hazardous substances in electrical and electronic equipment(RoHS 2.0)

Directive 2012/19/EU of the European Parliament and of the Council of 4.July.2012 on Waste electrical and electronic equipment(WEEE)

Regulation (EC) No.1907/2006 of the European Parliament and of the Council of 18.December.2006 on Registration, Evaluation, Authorization, and Restriction of Chemicals (REACH)

NAME: Stone Lu

DATE: 30th /February/2021

TITLE: Vice President



Regulatory Notices

Operating Ambient Temperatures

- Operating temperature: +32 to 104°F (0 to 40°C)
- Relative humidity: 5% to 90%, noncondensing
- Storage temperature: -22 to +160°F (-30 to +70°C)

Warranty

Our product warranty is limited only to the unit itself, when used normally in accordance with the operating instructions and the system environment. We are not liable for damage or loss resulting from the use of this product, or for any claim from a third party. We are not liable for problems with Yealink device arising from the use of this product; we are not liable for financial damages, lost profits, claims from third parties, etc., arising from the use of this product.

DC symbol

⎓ is the DC voltage symbol.

Restriction of Hazardous Substances Directive (RoHS)

This device complies with the requirements of the EU RoHS Directive. Statements of compliance can be obtained by contacting support@yealink.com.

Safety Instructions

Save these instructions. Read these safety instructions before use!

The following basic safety precautions should always be followed to reduce risk of fire, electrical shock, and other personal injury.

⚠ General Requirements

- Before you install and use the device, read the safety instructions carefully and observe the situation during operation.
- During the process of storage, transportation, and operation, please always keep the device dry and clean.
- During the process of storage, transportation, and operation, please avoid collision and crash of the device.
- Please attempt not to dismantle the device by yourself. In case of any discrepancy, please contact the appointed maintenance center for repair.
- Without prior written consent, no organization or individual is permitted to make any change to the structure or the safety design of the device. Yealink is under no circumstance liable to consequences or legal issues caused by such changes.
- Please refer to the relevant laws and statutes while using the device. Legal rights of others should be respected as well.

⚠ Environmental Requirements

- Place the device at a well-ventilated place. Do not expose the device under direct sunlight.
- Keep the device dry and free of dusts.
- Place the device on a stable and level platform.
- Please place no heavy objects on the device in case of damage and deformation caused by the heavy load.
- Keep at least 10 cm between the device and the closest object for heat dissipation.
- Do not place the device on or near any inflammable or fire-vulnerable object, such as rubber-made materials.
- Keep the device away from any heat source or bare fire, such as a candle or an electric heater.
- Keep the device away from any household appliance with strong magnetic field or electromagnetic field, such as a microwave oven or a refrigerator.

⚠ Operating Requirements

- Do not let a child operate the device without guidance.
- Do not let a child play with the device or any accessory in case of accidental swallowing.
- Please use the accessories provided or authorized by the manufacturer only.
- The power supply of the device shall meet the requirements of the input voltage of the device. Please use the provided surge protection power socket only.
- Before plugging or unplugging any cable, make sure that your hands are completely dry.
- Do not spill liquid of any kind on the product or use the equipment near water, for example, near a bathtub, washbowl, kitchen sink, wet basement or near a swimming pool.

- Do not tread on, pull, or over-bend any cable in case of malfunction of the device.
- During a thunderstorm, stop using the device and disconnect it from the power supply. Unplug the power plug and the Asymmetric Digital Subscriber Line (ADSL) twisted pair (the radio frequency cable) to avoid lightning strike.
- If the device is left unused for a rather long time, disconnect it from the power supply and unplug the power plug.
- When there is smoke emitted from the device, or some abnormal noise or smell, disconnect the device from the power supply, and unplug the power plug immediately. Contact the specified maintenance center for repair.
- Do not insert any object into equipment slots that is not part of the product or auxiliary product.
- Before connecting a cable, connect the grounding cable of the device first. Do not disconnect the grounding cable until you disconnect all other cables.

⚠ Cleaning Requirements

- Before cleaning the device, stop using it and disconnect it from the power supply.
- Use a piece of soft, dry and anti-static cloth to clean the device.
- Keep the power plug clean and dry. Using a dirty or wet power plug may lead to electric shock or other perils.

⚠ ENVIRONMENTAL RECYCLING



Never dispose of the device with domestic waste

Ask your Town Council about how to dispose of it in an environmentally friendly way. The cardboard box, plastic packaging and player components may be recycled in accordance with prevailing recycling regulations in your country.

Always adhere to prevailing regulations

Those who fail to do so may be fined or prosecuted in accordance with the law. The crossed out garbage can that appears on the device means that when it has reached the end of its useful life, it should be taken to a special waste disposal centre and treated separately to general urban waste.

Troubleshooting

The unit cannot supply power to Yealink device.

There is a bad connection with the plug.

1. Clean the plug with a dry cloth.
2. Connect it to another wall outlet.

The usage environment is out of operating temperature range.

1. Use in the operating temperature range.

The cable between the unit and the Yealink device is connected incorrectly.

1. Connect the cable correctly.

You cannot connect the cable properly.

1. You may have connected a wrong Yealink device.
2. Use the correct power supply.

Some dust, etc., may be in the port.

1. Clean the port.

Contact your dealer or authorized service facility for any further questions.

Contact Information

YEALINK NETWORK TECHNOLOGY CO.,LTD.

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YEALINK (USA) NETWORK TECHNOLOGY CO., LTD.

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Made in China