How to set up **Kubi Video.**

**Kubi**, meaning ‘neck’ in Japanese, is a portable robot that makes video conferencing more engaging by giving remote participants the power to pan, tilt, look around and interact during video calls. The **Kubi Video App** is the official video calling app for Kubi with integrated controls. Kubi Video automatically pairs your iPad with Kubi when launched and you can invite anyone to control the Kubi by email.

## Connecting Your iPad

1. Securely attach the base to Kubi using the D-ring tripod Screw
2. Turn your Kubi on
3. Make sure the tablet Wi-Fi or 4G is connected and Bluetooth is enabled
4. Mount the tablet on the Kubi
5. Launch the Kubi Video App  
   (available in the iOS App Store)
6. The Kubi Vide App will automatically connect
7. Click the ‘Invite’ button to send a login link to anyone you want to connect into your Kubi
8. In settings, you can set Kubi to auto-answer or manual answer mode.

## Controlling Kubi Remotely

1. Click on the the Kubivideo.me link that was shared with you (for PC, Mac, and Android only works in Chrome or Firefox browsers, for iPad requires Kubi Video App to be installed) or go to Kubivideo.me and enter the Kubi name
2. If prompted, when the connection initiates, click on the “Allow” button at the top right of the browser window to allow you to enter the video call.
3. Click anywhere in the video feed and Kubi will center on that spot
4. Keyboard arrow keys control Kubi too for fine control
1. How to connect to a Kubi

1.1. I have a Kubi URL link Shared Link
• Open the link shared with you in the invitation e-mail or IM in a Chrome or Firefox browser on a Mac, PC, Android, or Windows tablet.
  i.e. http://kubivideo.me/call/XXXXXX
• Once the connection begins to initiate, click on the “Allow” button at the top right of the browser window so the browser can use your webcam and microphone.

1.2. I have a Kubi name
• If you know the name of the Kubi, go to Kubivideo.me in a Chrome or Firefox browser on a Mac, PC, Android, or Windows tablet, and enter the name in the ‘Call a Kubi’ section. Or, go to Kubivideo.me/call/name where the name is not case sensitive.
• Once the connection begins to initiate, click on the “Allow” button at the top right of the browser window so the browser can use your webcam and microphone.

1.3. To call into Kubi from an iPad
• Download and install the Kubi Video app from the iOS app store
• Click the Kubi URL link in your email or in the browser and it will launch the Kubi Video App and connect you to the desired Kubi
• Or, enter the name of the Kubi you would like to call into the “login as guest” window
• Alternatively, create an account so you can bookmark locations you can jump to later and administer any Kubis you may own. You can add the Kubi to your ‘Jump to’ list by clicking the ‘+’
2. How to control a Kubi

2.1. Controlling Kubi Remotely During a Call

• Click or tap anywhere in the video feed and Kubi will move to center on that spot
• You can also adjust your view using keyboard arrow keys. Moves are initiated once you let go of the key. The longer you press the farther Kubi moves
• To save a position on a laptop with a Chrome (or Firefox) browser, click the ‘save view’ button in the lower left. To return to a saved position, click on the numbered position or press the corresponding number on your keyboard
• To access more controls such as conference mode editable layout, click the three dots in the upper right.

• Mute microphone, speaker, turn off your camera, or turn off your self view by clicking toggle buttons at top of screen
• On iPad, a quick double tap on the video feed will bring the controls back up.

3. Adding a new Kubi to the teleport “jump to” list

• Click the + icon next to the “jump to” button and type in the name of the Kubi to add to your list’
• Click on the star in the video controls bar while in a call to that Kubi

4. How to set-up your Kubi for use with Kubi Video

4.1. First Time Setup and Registration

• Install the Kubi Video App from the App Store on your iPad
• Please force close the original Kubi App, but do not delete it.
  You will need the Kubi App if you wish to use 3rd party video.
• Mount your iPad physically on your Kubi
• Turn Your Kubi on
• The App is designed to automatically find the closest Kubi and connect
• When the Kubi connects with your iPad, the light will turn blue
• If you don’t have a Kubi Video account, set one up now
• The app will ask you to register your Kubi by giving it a unique name, one that is not yet registered. This is the name that will appear in all lists and will be used by others to call your Kubi. This name is associated and “owned” by your account only. Letters, numbers, hyphens and underscores only.
• Once your Kubi is registered and connected, the name will appear in the bottom left corner of the Kubi video app
• You are now ready to receive calls by sending an invite or sharing a link

4.2 Receiving calls
• Make sure Kubi is on (white or orange pulsing light) and the iPad is mounted
• Once launched, the app will automatically find the closest Kubi and connect
• The light will turn blue
• Set up the “autoanswer” option in settings. You have the choice for Kubi to automatically answer call or with autoanswer set to “off”, Kubi will wait for you to click “accept” to start a call. **Note that with autoanswer “on” anyone with your Kubi name can call in at any time without your approval.**
• You can invite people to call your Kubi by clicking the ‘invite’ button and you can email or copy the link to paste into a chat window or separate email.