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VIZOLINK Q100

VIZOLINK Q100 Conference Speaker User Manual

Model: Q100

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1. INTRODUCTION

Thank you for choosing the VIZOLINK Q100 Conference Speaker. This device is designed to provide clear audio for your conference calls, online meetings, and multimedia needs. Featuring high-sensitivity microphones and advanced noise reduction, the Q100 ensures excellent voice pickup and sound quality. Please read this manual carefully to ensure proper use and optimal performance of your speaker.

2. PACKAGE CONTENTS

Ensure all items are present in the package:

- VIZOLINK Q100 Conference Speaker
- USB Charging Cable
- Bluetooth Dongle
- Storage Bag
- User Manual (this document)

3. PRODUCT OVERVIEW

The VIZOLINK Q100 is a compact and portable conference speaker designed for various communication needs. It features intuitive controls and multiple connectivity options.

3.1. Device Layout



Image: Top view of the VIZOLINK Q100 Conference Speaker, highlighting its sleek design and central control panel.

3.2. Key Features

- **360° Coverage:** Equipped with 6 high-sensitivity microphones for a 6-meter voice pick-up range.
- **Real Clear Voice:** Features real-time noise reduction and echo cancellation for superior audio clarity. Zoom Certified.
- **Wide Compatibility:** Connects via Type-C USB, Bluetooth, or a dedicated Bluetooth dongle.
- **Portable and Compact:** Designed for easy transport with a travel case and up to 12 hours of battery life.

Real Clear Voice

Real-time Noise Reduction
and Echo Cancellation



Image: Illustrates the 360° voice pick-up capability of the Q100 with six high-sensitivity microphones covering a 6-meter range.

Wide Compatibility



Image: Depicts the 'Real Clear Voice' technology, showing how noise and echo are reduced for clear communication, indicated by the Zoom Certified logo.



Image: Shows the versatile connectivity options of the Q100, including Type-C USB, Bluetooth, and a stable Bluetooth dongle for various devices.



Image: Highlights the portable and compact design of the Q100, shown with its protective travel case and indicating up to 12 hours of working time.

4. SETUP

4.1. Charging the Speaker

Before first use, fully charge the VIZOLINK Q100. Connect the provided USB charging cable to the Type-C port on the speaker and the other end to a USB power adapter (not included) or a computer's USB port. The LED indicator will show charging status.

4.2. Powering On/Off

- **To Power On:** Press and hold the power button for 2 seconds. The LED indicator will light up.
- **To Power Off:** Press and hold the power button for 3 seconds. The LED indicator will turn off.

4.3. Connecting to Devices

The VIZOLINK Q100 offers multiple ways to connect to your devices:

4.3.1. Bluetooth Connection

1. Ensure the speaker is powered on.
2. Press the Bluetooth button on the speaker. The LED indicator will flash blue, indicating pairing mode.
3. On your device (smartphone, tablet, laptop), go to Bluetooth settings and search for available devices.
4. Select "VIZOLINK Q100" from the list.
5. Once connected, the LED indicator will turn solid blue.

4.3.2. USB Connection

Connect the speaker to your computer using the provided USB Type-C cable. The speaker will be recognized as an audio device automatically. No drivers are typically required for Windows or macOS.

4.3.3. Bluetooth Dongle Connection

For devices without built-in Bluetooth or for a more stable connection, use the included Bluetooth dongle:

1. Plug the Bluetooth dongle into an available USB port on your computer.
2. Power on the VIZOLINK Q100 speaker.
3. The speaker and dongle should automatically pair. The LED indicator on the speaker will turn solid blue once connected.

5. OPERATING INSTRUCTIONS

5.1. Basic Controls

- **Power Button:** Press and hold to power on/off. Short press to check battery status.
- **Volume Up (+):** Increases speaker volume.
- **Volume Down (-):** Decreases speaker volume.
- **Mute Microphone:** Toggles microphone mute on/off. The LED will indicate mute status.
- **Answer/End Call:** Press to answer an incoming call or end an ongoing call.
- **Bluetooth Button:** Press to enter Bluetooth pairing mode.

5.2. Call Management

- **Answering a Call:** When an incoming call rings, press the Answer/End Call button.
- **Ending a Call:** During a call, press the Answer/End Call button.
- **Rejecting a Call:** Press and hold the Answer/End Call button for 2 seconds.

5.3. Compatibility

The VIZOLINK Q100 is widely compatible with various operating systems and communication platforms:

- **Operating Systems:** Windows 7/8/10, Mac OS 10.6 and above, Chrome OS, Ubuntu V10.04, Linux 2.6.84, Android 5.0 and above.
- **Communication Platforms:** Zoom, Skype, Twitch, Messenger, Cisco Webex, Facebook Live, Mixer, YouTube, XSplit.



Meeting Room



Living Room



Online Raining



Video Call

Image: Illustrates the broad compatibility of the VIZOLINK Q100 with popular operating systems and video conferencing applications.

6. MAINTENANCE

To ensure the longevity and optimal performance of your VIZOLINK Q100 Conference Speaker, follow these maintenance guidelines:

- **Cleaning:** Use a soft, dry cloth to wipe the surface of the speaker. Do not use liquid cleaners or abrasive materials.
- **Storage:** When not in use, store the speaker in the provided storage bag to protect it from dust and scratches. Keep it in a cool, dry place.
- **Avoid Water:** The speaker is not waterproof. Avoid exposure to water or excessive moisture.
- **Temperature:** Do not expose the speaker to extreme temperatures (hot or cold) or direct sunlight for extended periods.

7. TROUBLESHOOTING

If you encounter issues with your VIZOLINK Q100, refer to the following common problems and solutions:

Problem	Possible Cause	Solution
No power	Low battery; Power button not pressed correctly.	Charge the speaker fully. Press and hold the power button for 2 seconds.
Cannot connect via Bluetooth	Speaker not in pairing mode; Device Bluetooth off; Out of range.	Ensure speaker LED is flashing blue. Turn device Bluetooth off/on. Move speaker closer to device.
No sound	Volume too low; Speaker muted; Incorrect audio output selected.	Increase volume on speaker and device. Check if speaker is muted. Select VIZOLINK Q100 as default audio output on your device.
Microphone not working	Microphone muted; Incorrect input device selected.	Unmute the microphone on the speaker. Select VIZOLINK Q100 as default microphone input on your device/application.
Poor audio quality	Interference; Weak Bluetooth signal; Distance from speaker.	Move away from other wireless devices. Ensure clear line of sight for Bluetooth. Reduce distance between speaker and device.

8. SPECIFICATIONS

Feature	Detail
Model Name	Q100
Speaker Type	Atmospheric
Key Features	Bass Boost, Built-in Microphone, USB Port, High-Resolution Audio
Recommended Use	Video calls
Compatible Devices	Laptops, Desktop Computers, Phones
Surround Sound Channel Configuration	2.0
Color	Silver
Impedance	600 Ohm
Waterproof	No
Wireless Communication Technology	Bluetooth
Power Source	Wired Electric (USB-C for charging/power)
Control Method	Voice (via built-in microphone), On-device buttons
Product Dimensions	12 x 12 x 3.8 cm

Feature	Detail
Product Weight	500 grams
Material	Plastic

9. WARRANTY & SUPPORT

9.1. Limited Warranty

The VIZOLINK Q100 Conference Speaker comes with a limited warranty. Please refer to the warranty card included in your package or visit the official VIZOLINK website for detailed terms and conditions. This warranty typically covers manufacturing defects and workmanship under normal use.

9.2. Customer Support

For technical assistance, troubleshooting beyond this manual, or warranty claims, please contact VIZOLINK customer support. Contact information can usually be found on the product packaging, the official VIZOLINK website, or your purchase receipt.

Please have your product model (Q100) and proof of purchase ready when contacting support.