



MINACA VR

ADMIN MANUAL

Version 1.0

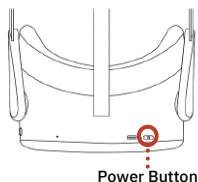
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CONTENT PAGE

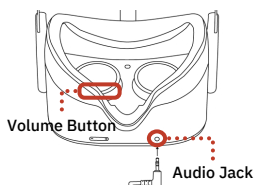
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USING THE HEADSET

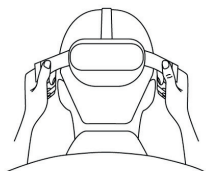
It is important to understand how to use the headset and its features so that you can assist trainees as required.



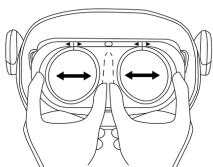
Power On / Off: The 'Power' button is on the top left of the headset. To turn the headset on or off, hold down the button for 5 seconds. When the headset is on, the PICO logo will become visible on screen and the indicator light next to the 'Power' button will turn blue.



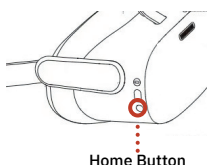
Volume Button: To adjust the volume, there is a long button on the bottom left of the headset. Press the right side (+) to increase the volume and the left side (-) to decrease the volume.



Adjusting the head straps: To tighten the headset, pull the two velcro straps on the side of the headset away from your head to separate the velcro, then forward to tighten.



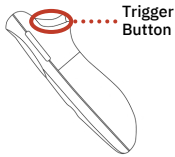
Adjusting the focus: If the screen looks out of focus, take off the headset and push the lenses to the left or right to change the focus level. Or, moving the vertical position of the headset on your face can resolve most focus issues.



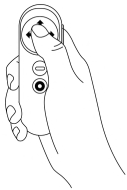
Home Button: If the content is not directly in front of you, face forward and short-press the 'Home' button on the right side of the headset. It is the bottom one with the circle symbol. The same button is also on the controller.

USING THE CONTROLLER

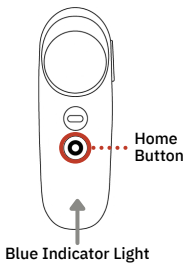
To interact with Minaca VR you will need to use the controller. Each headset is paired to a controller using a stickered numbering system and must be used as a pair.



Interacting: To make selections in Minaca VR, point the beam from the controller at a button and press the 'Trigger' button on the back of the controller.

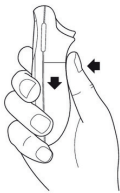


Video Controls: To pause the video and access the Video Controls, press the large circular button on the front of the controller. Video Controls can only be accessed when playing a video.



Home Button: To turn the controller on, hold the 'Home' button until the blue light flashes on the controller. It is the button with the circle symbol.

To reorient the controller when it points in the wrong direction, or to reconnect the controller to the headset, hold the 'Home' button for a few seconds.



Changing the Battery: If the controller's batteries are drained, you can replace them with the spares provided.

Press on the back of the controller with your thumb and slide the cover down.

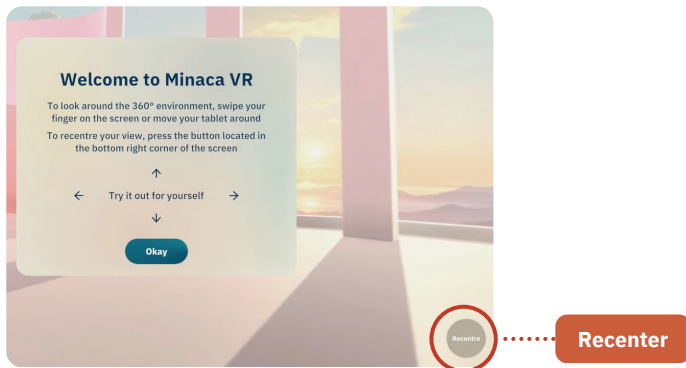
USING THE TABLET

If the User cannot use VR headset for training in some circumstances, they can choose to use the tablet version of Minaca VR.

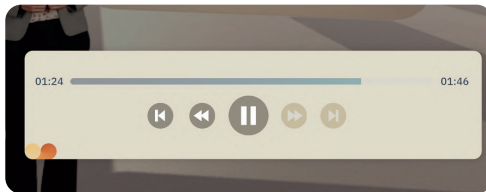
Setting up: To place the tablet upright on the desk, use the stand at the back of the tablet case to support it.

Navigation: To look around the 360° environment, swipe your finger on the screen or move your tablet around.

Recenter: To recenter your view when it faces the wrong direction, press the 'Recenter' button located in the bottom right corner of the screen.



Video Controls: To pause the video and access the Video Controls, tap the screen once. Video Controls can only be accessed when playing a video.



FACILITATING MINACA VR

! IMPORTANT

The users progress through the training is saved to the headset they first use, they must take note of the stickered number on the headset and use the same headset each time they use Minaca VR

Preparing the Hardware

1. Turn the tablet and headsets on
2. Plug the headphones into each of the headsets
3. Make sure Minaca VR is open in the headset
4. Before handing the headset to a user, turn the controller on and orient the headset by holding it in the direction the user is facing and short pressing the 'Home' button on the headset or controller

Onboarding the User

1. Show them how to use the 'Home' button on the controller to orient their direction and the 'Volume' buttons
2. Teach the User how to put on the headset and tighten the strap
3. If the view is out of focus, instruct them to move the headset up and down on their face or show them how to adjust the lens distance
4. Teach them how to use the controller to press buttons using the 'Trigger' button and open the 'Video Controls' menu

Starting the Training

1. When the user puts the headset on, they will first Start as a first time user to create an account, or log into their existing account by pressing Continue as a return user to complete their training



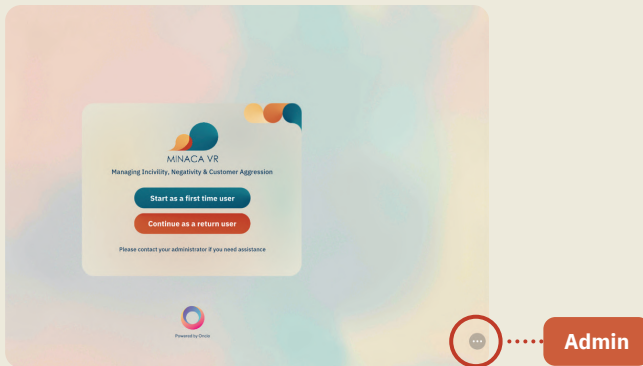
After the Training

1. When the experience is completed, the user must press the 'Save my progress and log out' button
2. Check if the headset has returned to the Login Screen. If not, press 'Save my progress and log out'
3. Wipe the headset down with an antibacterial solution and avoid saturating the lenses and buttons
4. Turn off the headsets and tablet and put them on charge
5. Pack up all of the kit contents when not in use or on charge to keep the equipment safe

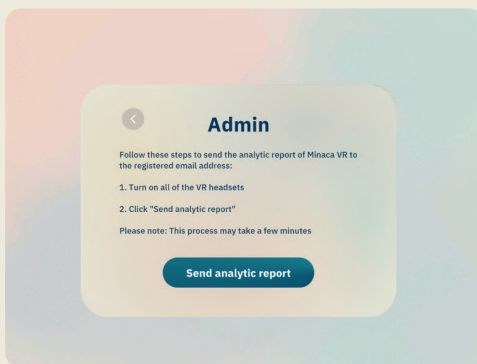
ANALYTIC REPORTS

The Admin can request an analytics report by following the steps below:

1. Make sure all headsets are turned on
2. On the tablet's login screen, press the 'Admin' button. It is the button on the right bottom corner with three dots (...)



3. Press the 'Send analytic report' button



4. Please do not quit the application or turn off the tablet and VR headsets. It will take a while to generate the report

The report will be sent to the email address nominated by your organisation



HOUSEKEEPING

Battery Status: You can see the battery status of the headset and the controller in the 'Settings' menu.

Charging: Connect the provided cable to the charging port underneath the headset, then plug the other end into a power outlet to charge. The indicator light will turn yellow when the headset is charging and green when fully charged.

Sleep Mode: The screen of the headset will automatically turn off after 1 minute of inactivity. The blue indicator light at the top of the headset will also turn off. However, the device is still on and has entered sleep mode. If you put on the headset or press the 'Power' button, the screen will turn on.

System Update: If a 'System Update' message appears, press the 'Later' button. This update is not necessary as the app is fully functional without the latest system version.

PACKING DOWN MINACA VR

When you have finished your training, it is important that all of the equipment used is packed back into the case to avoid it being misplaced or damaged.

If a device is low on battery, it should be placed on charge then returned to the kit when battery is full.

Kit contents checklist:

- 1 x Quick Start Guide
- 1 x User Manual
- 3 x VR Headsets and Controllers
- 3 x Headphones
- 1 x Tablet with Case and Sim Card
- 4 x Charging Cables
- 1 x Charging Dock
- 1 x Carry Case



