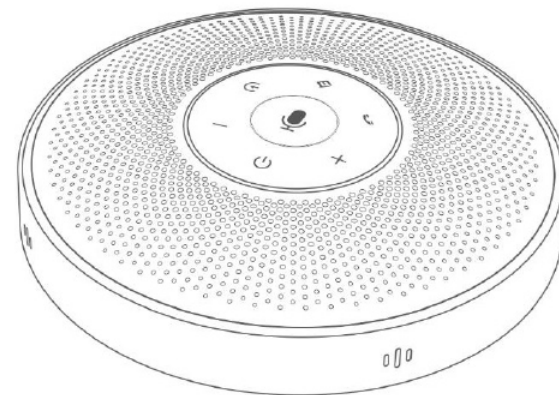# EMEET

eMeet OfficeCore M2 Series

Smart Conference Speaker

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User Manual

OfficeCore M2/M2ce
OfficeCore M2+/M2+ce
OfficeCore M2 Record/M2ce Record

English

Package Contents

- Optional accessories: Bluetooth wireless adapter
- Part of model are not equipped with Bluetooth wireless adapters

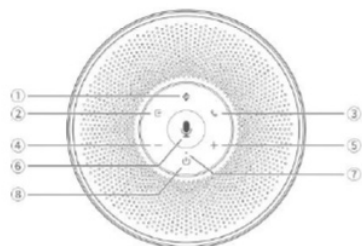| OfficeCore M2/M2ce OfficeCore M2 Record/M2ce Record	X
OfficeCore M2+/M2+ce	⬛

Product Introduction

eMeet OfficeCore series Smart Wireless Conference Speaker can help you to send and receive audio during the call.You can connect OfficeCore products to your computer, cell phone or tablet via Bluetooth USB or AUX. The Office Core series product is a small, portable and omnidirectional microphone speaker with high quality communication quality, realizing the play and receive sound of 360 ° in long distance.

Collocating with eMeet App, OfficeCore series products can also achieve multiparty conference, translation, voice shorthand, call backstage for human translation and other functions, which is your intelligent business assistant, to help you improve your work efficiency and to obtain better life.

Function display

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① Intelligent assistant button\ audio file play button
② Input source switch button
③ Answering\hanging up telephone button
④ Volume up button   ⑤ Volume down button
⑥ Mute\ recording button   ⑦ Status indicator light
⑧ Power button

- Only the Office Core M2 Record with recording function has the recording ability when long press

⑨ Lockhole   ⑩ AUX audio input
⑪ 3.5mm audio output   ⑫ Micro USB port
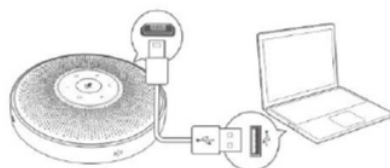⑬ Microphone

Instructions

1. Turn on and turn off

⏻

Long press the power button" ⏻ " for 3 seconds, turn it on or off.

2. There are three ways for using eMeet OfficeCore products.

2.1 The first way: connecting the computer to eMeet OfficeCore product by using a USB cable

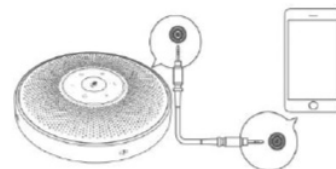2.2 The second way: connecting the eMeet OfficeCore product by using Bluetooth

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① Pressing the Bluetooth button for three seconds. If the status indicator lights shines in blue, then it is in Bluetooth paring state

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② Turning on the Bluetooth function on your mobile phone or computer, and choose eMeet OfficeCore product from the Bluetooth device list

- The names of Bluetooth in different products models are different:

	product name	Bluetooth name
①	OfficeCore M2	eMeet M2
②	OfficeCore M2+	eMeet M2
③	OfficeCore M2 Record	eMeet M2 Record
④	OfficeCore M2ce	eMeet M2ce
⑤	OfficeCore M2ce+	eMeet M2ce
⑥	OfficeCore M2ce Record	eMeet M2ce Record

2.3 The third way: using AUX analog audio line to connect eMeet OfficeCore products

2.4 When multiple voice sources are input at the same time, selecting the desired sound source by pressing the "voice source switch" button.

⟵

① blue indicator mean that it has been switched to Bluetooth state;
② white indicator means it has been switched to the AUX
③ green indicator means it has been switched to the USB state.

3. Answer\ hang up a Call

📞

① When there is a phone call, pressing the button to answer the call
② When in the phone state, pressing the button and hang up
③ When there is a phone call, long press the button 3 seconds to reject the call

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4. Calling voice assistant

◈

4.1 Short press on the button " ◈ " allows you to call a voice assistant already installed on the phone, such as Siri, Google Now, Tencent Dingdang or eMeet.

Through voice control to achieve phone calls, messages sending, weather report and other functions.

4.2 • Audio file playback
• Only the Office Core M2 Record with recording function has the ability to play recorded files

Long press the " ◈ "button to enter the recording file play state.
When a recorded file is played, a short press can stop the playback.

5. Audio recording

🎤

5.1 Only the Office Core M2 Record with recording ability has the function of recording with long press

5.2 Long press" 🎤 "to enter the recording state. During recording process, long press" 🎤 "for 2 seconds to end the recording.
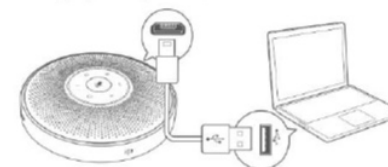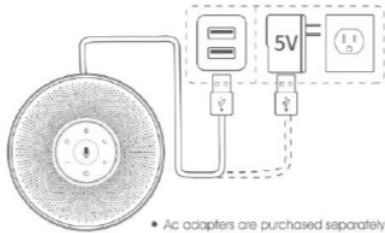
6. Adjusting the volume

+ −

Pressing the voice"+", voice"−"button to increase or decrease the volume accordingly.

7. Charging

7.1 Charging through computer

7.2 Charging through power adapter

• Ac adapters are purchased separately

─ Warning! ─

only the UL certified ITE power supply can be used, the electrical rated output is 5V DC, minimum is 1 A. Using other power supply will invalidate all approvals for this device and may induce risk.
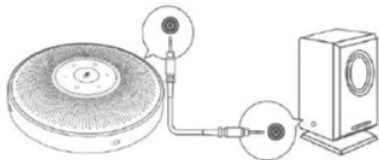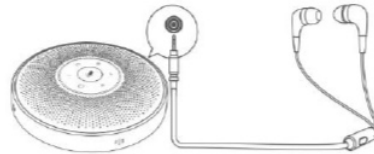
8. Checking Power

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A short press on "⏻" allows you to see the current residual electricity of the eMeet OfficeCore product.
When the power is low, the ring lights turn red and the product play warning tone.

9. External speaker\ earphone

9.1 External speaker: connecting the speaker to the AUX OUT port of eMeet OfficeCore product via the audio cable. Sound will be played through the speake.

9.2 External earphone: connecting the earphone to the AUX OUT port of eMeet OfficeCore product. Sound will be played through the earphone.

10. Cascade function

Note: the cascade need to match with cascade connection cable, the cascade connection cable is not included in package, which need to be bought.
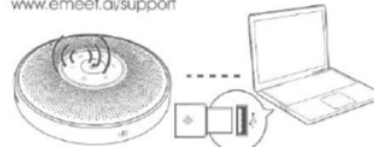
• For more information, please visit www.emeet.ai/support

Cascading the two eMeet OfficeCore products together to extend the distance of sound pickup and playback so as to get a larger meeting space.

11. Wireless adapter function

Some models are not equipped with Wireless adapters

Inserting the Wireless adapter into computer, opening eMeet OfficeCore product and entering Wireless match state. The Wireless adapter will automatically connect to the eMeet OfficeCore product.

• For more information, please visit www.emeet.ai/support

12. Installation of eMeet APP

eMeet APP application can be extended to more functions and achieving intelligent function after connected with OfficeCore product, such as device management, translation, shorthand and multiparty conference, etc. See the APP manual for details.

The app supports Apple's iOS and Android phones.You can download eMeet App in the following application market.

Available on the **App Store**   GET IT ON **Google play**

Product information

Loudspeaker Rated Output Power	3W RMS
Frequency Response	20Hz~20KHz(±1dB)
Signal to Noise Ratio	>80dB
Bluetooth Version	V4.2
Bluetooth Distance	20m
Microphone Sensitivity	-26dBFS
Microphone FrequencyResponse	100Hz~8KHz
Microphone Directivity	360°
Battery Specification	3.7V/2500mAh
Charging Time	3-4 hours
Using Time	10 hours (the duration of use is various depending on the usage)
Charging Specification	5V/1A
Size	125x125x35mm
Weight	300g

Warning

 Only can be used in areas below 2000 meters above sea level

 Only applicable to non tropical climate conditions

⦿ Bluetooth®

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Trouble shooting

Problem or Phenomenon	Possible Reasons	Treatments
Can't turn on	Low battery or no battery	Charging through adapter
Turning off automatically quickly after turning on	Low battery	Charging through adapter
No sound	Whether the connection is right; whether the correct audio source input has been selected; whether the volume is turned on	Selecting the correct audio source input; adjusting the volume of the device
USB doesn't work	Is there an error in using the USB cable	Please use the original product USB cable for the call
AUX doesn't work	Is there an error in using the AUX cable	Please use the original product AUX cable for the call
Can't be charged	Charging equipment failure or battery is full	Replacing with charging equipment in normal operation