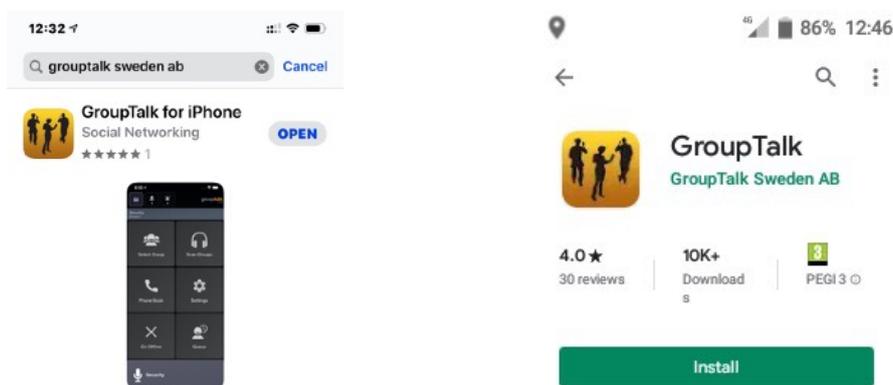# grouptalk

For Smartphones and Tablets

Requirements

- Android version 5.0 or later.
- iOS Version 10.0 or later
- Wi-Fi or mobile data connection

App Installation

The easiest way to install the GroupTalk app is via Apple AppStore or Google Play.

Android users that prefer to install GroupTalk manually, please follow the procedure below. Note that with manual installation updates will be automatic.

1. Enable installation from unknown sources. This is done by checking the **Settings » Security » Unknown sources** or **Settings » Application settings » Unknown sources** checkbox. The location for this setting may vary depending on model and system of the phone.

2. Verify that your device has a working internet connection. Download the app by launching the Android browser and go to **http://dl.grouptalk.com/app**. The download should start automatically. Verify that the download is completed before continuing.

3. Install the app by pulling down the notification menu and click on the downloaded file. An alternative way to find the downloaded file is to launch the **Downloads** app. Confirm installation by selecting **Install**.

4. Optionally create a shortcut to the GroupTalk app on the home screen.

Account authentication - setting up the account

1. Verify that your user account information is readily available.

2. Launch the GroupTalk app. If no account is configured, select authentication method. The most convenient and secure method is to use SMS. This method requires that your phone number was included when you GroupTalk account was created. Similarly, email authentication requires that your email was specified when your account was created. The authentication procedure is typically only performed once during initial setup, or whenever re-authentication is required due to your company policy.

3. Click the edit icon to change which server to connect to. It should be left as **grouptalk.com** unless otherwise specified.

There are four different ways to authenticate Grouptalk users:
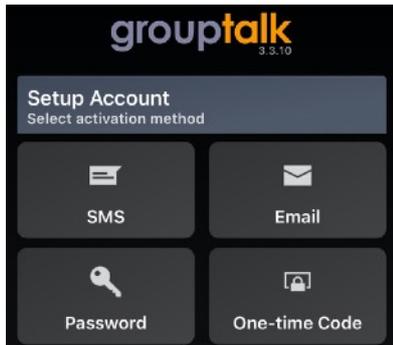
1. **SMS authentication:** enter your phone number in international format (i.e. starting with +country code) and click on **Next**. A SMS with an authentication code will be sent to that number. The application should automatically detect the received SMS and fill in the verification code. If not, write down or copy the code from the SMS and enter it manually. Click on **Next** to complete the setup.

2. **Email authentication:** enter your email address and click on **Next**. An email with an authentication code will be sent to that address. When it has been received, open it and write down or copy the verification code and enter it manually. Click on **Next** to complete the setup.

3. **Password authentication:** enter your 6 digit login id or your email and GroupTalk password. Click on **Next** to complete the setup.

4. **One-Time-Code authentication:** Enter the 6 digit code presented on your device in Grouptalk admin > users > your user > assign one time code. Specially designed for handling non-screen units.
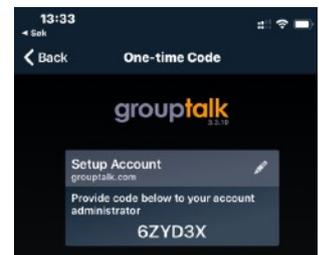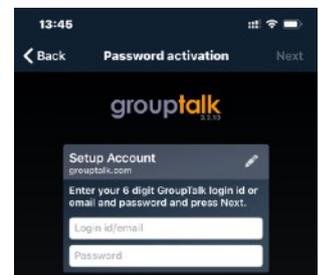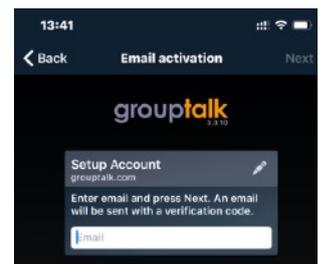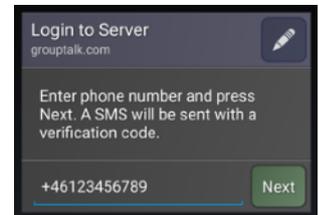
Go online / offline

- To go online click on one of the rows corresponding to authenticated accounts from the account list presented while offline.

- While online you will gain access to various features (depending on configuration of your GroupTalk account) such as joining groups, making and receiving PTT calls, scans, positioning, emergency alarms etc.

- While online you can still put the app in the background by pressing back and still get all GroupTalk functionality. To bring GroupTalk to front, click the app on the home screen or in the notification bar.

- While GroupTalk is online the notification icon Ⓖ will be shown in the notification bar.

- To go offline, click on **Go Offline** among the buttons in the **Shortcuts Tab**.

- To quit the application, go offline and click Android **back** button on the account list screen.

Handling Multiple Accounts

- If multiple GroupTalk users want to share the same phone you can set up additional accounts by clicking the **Add account** button. Different accounts may have a different set of available groups, contact lists, functions etc depending on how the users are configured.

- To see more information about an account click ⓘ

- To remove an account click ⓘ and click the red **Remove** button.

GroupTalk Application - main page

Notifications

Number of users in selected group

Group messages*

Active PTT Group

Scan PTT Group(-s)*

Phone book*

Select PTT Group*

Change status*

Change callsign*

Settings

Go Offline

Queue*

Activate panic alarm*

Push-to-Talk button*
Press-speak-release

*Button only appears if
feature is enabled

PTT Groups

- To select or change the currently selected group click on **Select Group**. Select which group you want to join from the list. Only one group can be selected at a time.

- A sound effect will indicate whenever the selected group becomes active, e.g. when changing group, after a PTT call, a scan, or going online.

- The name of the active group can be seen in the top bar as well as on the PTT button in the bottom.

- To start a PTT transmission to this group (or call, see below), click and hold the PTT button at the bottom of the screen. While transmitting it will be bright red.

- Incoming transmissions are indicated by the PTT button becoming bright green. The name of the sender will be shown on the button during and a short while after the transmission. It is not possible to transmit while other users are talking.

- While offline you will not be present in any group. However, the selected group is remembered and automatically joined when going online. To leave the selected group without going offline, click the ✕ icon in the top bar of the Select Group screen.
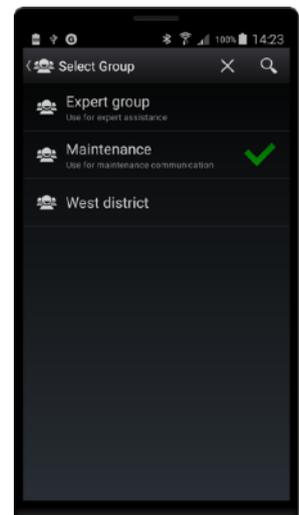
Scanning

- To listen in on multiple group conversations at the same time, select **Scan Groups** and mark which group(s) to scan.

- When a transmission occurs in any of your scanned groups, the app will temporarily change your active group to that of the scanned one.

- Two short high-pitched beeps before an incoming transmission indicates that this is a transmission in a scanned group.

- While the scanned group is active your transmissions will be sent to this group, and transmissions from other groups will be ignored in order to keep the conversation legible.

- After a period of inactivity, or by clicking **Dismiss**, the selected group (as selected in **Select Group**) becomes active again
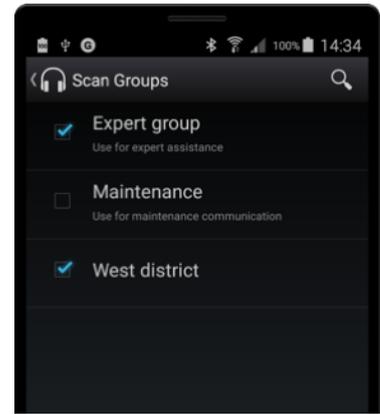
Private PTT Calls

- Click **Phone Book** from the shortcut screen to access the list of users and contacts. PTT calls can be made to online users (indicated by a green dot).

- To make a PTT call select a user and choose **PTT Call**. The device of the callee will start ringing.

- To answer an incoming PTT call press **Answer Call** or click once on any accessory PTT button.

- To deny an incoming PTT call press **Deny Call** or press and hold any accessory PTT button.

- While in a call, transmissions are made using the PTT button as usual. No transmissions from the selected group nor scanned groups will be received while in a PTT call.

- After a period of inactivity or by clicking **End Call**, the PTT call is terminated and the selected group (as selected in **Select Group**) becomes active again.
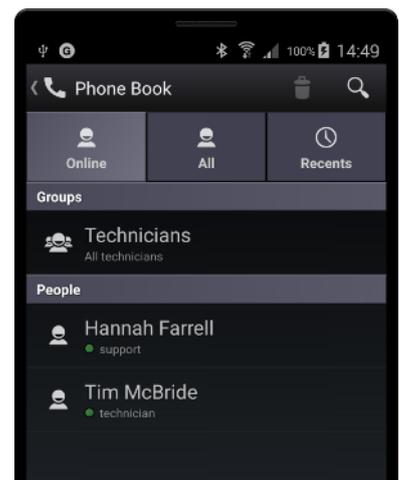
Group Calls

- To make a group call click **Phone Book** from the shortcut screen and click a call group as indicated by the call group icon.

- Online users of the call group will be called. As soon as the first callee answers the call is opened and the conversation can be started. Other users of the call group will enter the call as they accept the call.

- When only one participant remains in the call, the call is automatically terminated and the selected group (as selected in **Select Group**) becomes active again.

Call Invitations

- To invite someone to an ongoing call or group call go to **Phone Book** and click on the user or call group to invite and click **Invite to Current Call**. When inviting a call group only users not already in the call will be invited.

- It is also possible to invite someone to a call from the participant screen by clicking the button.

Participant screen

- The participant screen show all users in the selected group, scanned group or call. Switch to the participant view by clicking on the **Participants** tab 🔳 which also shows the number of other participants in the session.

- Currently speaking participant is highlighted in green.

- To make an individual PTT call to someone among the participants, select the participant and choose **PTT Call**.

- Whenever a participant is busy (for example in a PTT call or a telephone call) this will be indicated by the participant being grayed out. Busy participants will not receive any transmissions sent in the group.

- To go back to the shortcut screen click the **Shortcuts** tab 🔳.
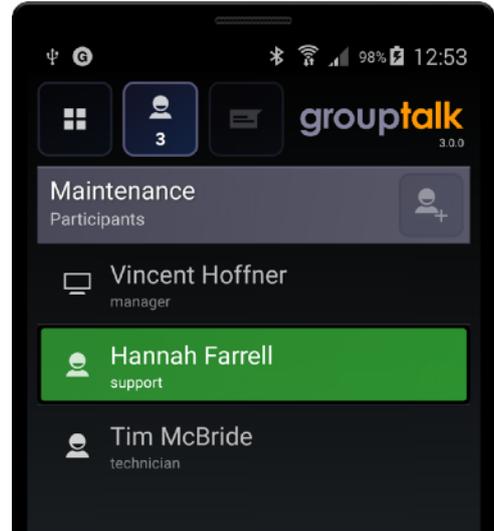
Application Settings

Enter the Settings by clicking Settings from the shortcut screen.

- **Start send sound** -Sounds at send start(press PTT button). Speak after the tone

- **Stop send sound** - Sounds at send stop (release PTT button)

  These are especially practical when using PTT without looking at the screen (e.g. with a Bluetooth PTT button).

- **Incoming transmission alert** - Sounds at incoming message, notifying only first incoming message

  Audio:

- **Announce group change** - Voice over, notifying change of PTT group. This is practical when using PTT accessories / PTT phones with physical buttons for PTT Group change

- **Microphone Gain** - Allows user to select an appropriate gain level. As most microphones tend to be very sensitive to distance and direction changes the automatic setting is recommended. This setting will adjust the recorded audio level in real time to compensate for variations.

- **Volume Boost (Android only)** - Activate this to boost volume. Please note, Boosting volume may harm speakers and damage hearing. Use at own risk

- **Bluetooth audio** - To enable support for audio via Bluetooth.

PTT and Emergency buttons:

- **Configure buttons (Android only)** - Configure extra button functionality

- **Built-in buttons (Android only)** - Enable built-in PTT and emergency buttons

- **Bluetooth buttons (Android only)** - Enable bluetooth PTT and emergency buttons

- **Bluetooth 4.0/LE buttons** - Enables the use of low energy Bluetooth devices as PTT or emergency buttons

- **Other buttons** - Enables supported wired headset or remote speaker microphone

- **Wired headset button (Android only)** - enable and select your headset from the list

- **On-screen button (Android only)**- Deactivates on-screen PTT button
- **Repeat last message button (Android only)** - Activates the Repeat last message button in the application

Other:

- **Disconnect warning repeat** - When GroupTalk loses connectivity, it will warn with a warning sound. With the Disconnect warning repeat setting the repeat time between warnings can be set or turned off entirely.
- **Disconnect warning with voice** - Enables a voice over message; "connection lost"
- **Transmission limit** - limits the length of a transmission. A few seconds before this limit is reached a warning sound with three rapid beeps will be heard before the transmission is cut at the limit.
- **Prioritize phone calls (Android only)** - Mute Grouptalk during phone calls
- **Check for updates (Android only)** - Enable automatic Grouptalk upgrades.

Advanced (Android only)

- **Poor network compensation** - Add latency to reduce audio defects
- **Stay active in background** - Enable this if you have problems with accessory buttons in background
- **Microphone mode** - Only change this mode if you have problems with your input levels.

Bluetooth Audio Setup

Any standard Bluetooth headset may be used with GroupTalk. In order for Bluetooth to work reliably with non-phone call audio the handset needs Android version 4.0.3 or later. To setup and use a Bluetooth headset for GroupTalk audio, follow the steps below:

1. Pair the Bluetooth device with the handsets by following instructions for the device.
2. Verify that the Bluetooth headset is connected and active.
3. Launch GroupTalk and enable the setting **Settings » Bluetooth audio**.
4. The audio should automatically be routed to/from the Bluetooth headset.
5. An incoming phone call will override ongoing PTT sessions, and the headset will be used in the phone call (without PTT). When the call is ended the headset will automatically resume the connection with GroupTalk.

Please note: WiFi is not recommended to use together with Bluetooth audio due to interference.