

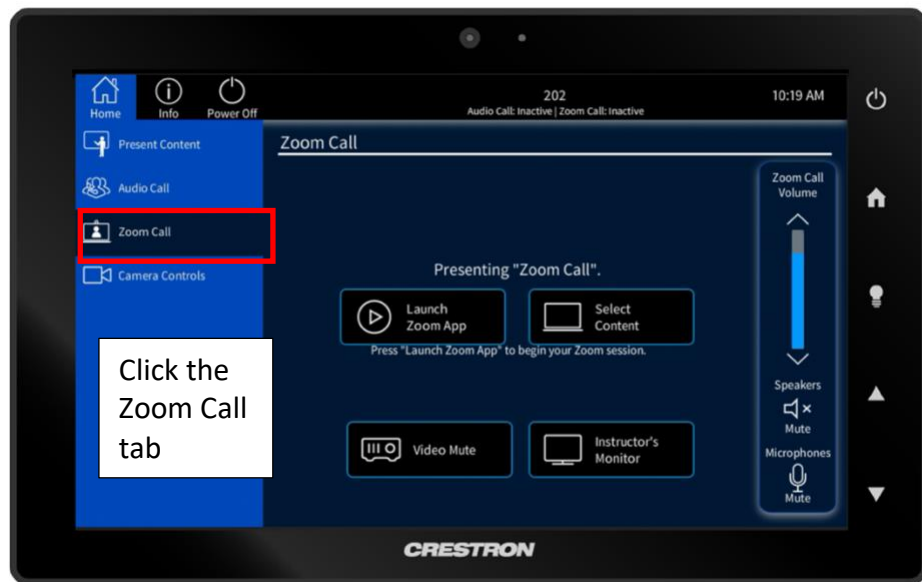
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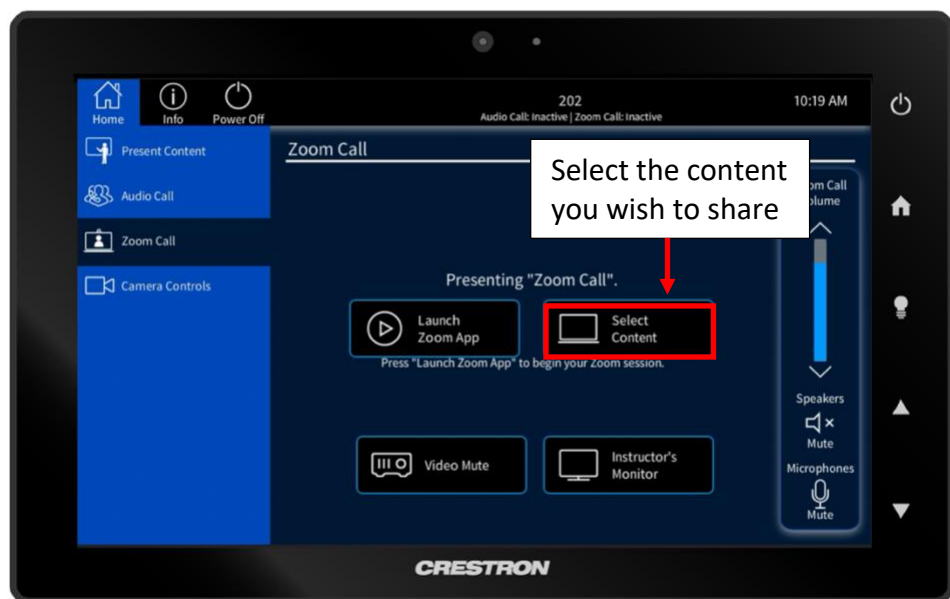
Zoom Conferencing

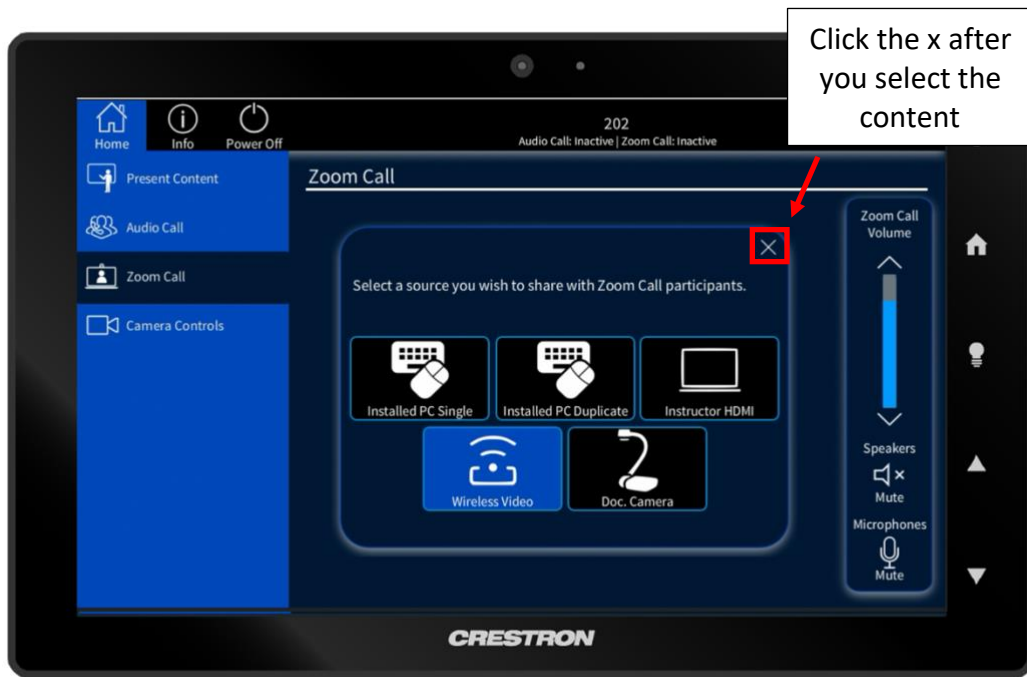
Making a Zoom Call

1. Click the **Zoom Call** tab

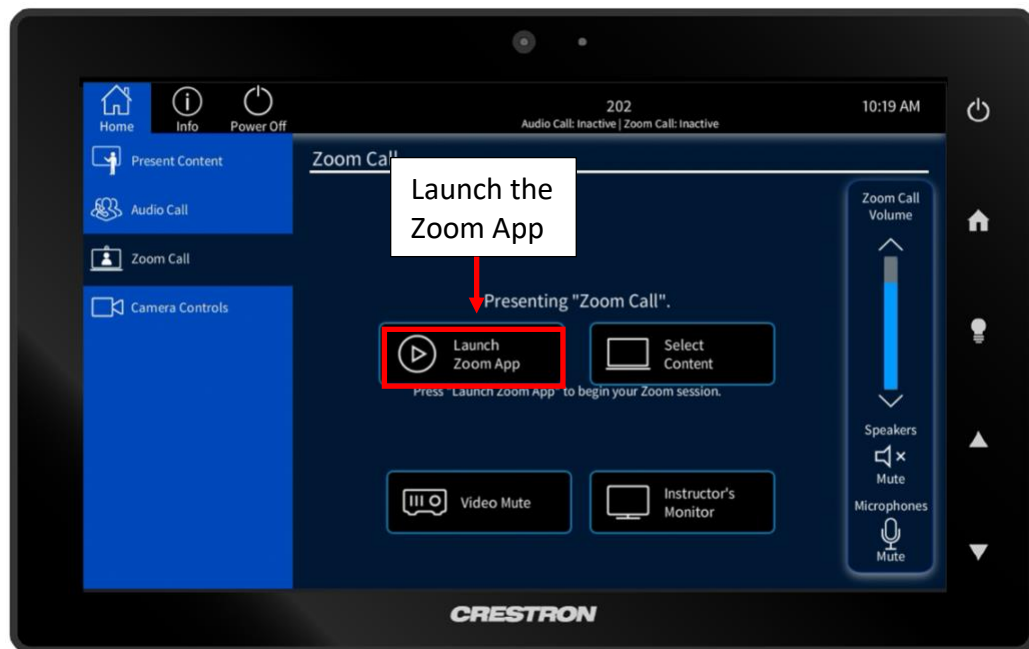


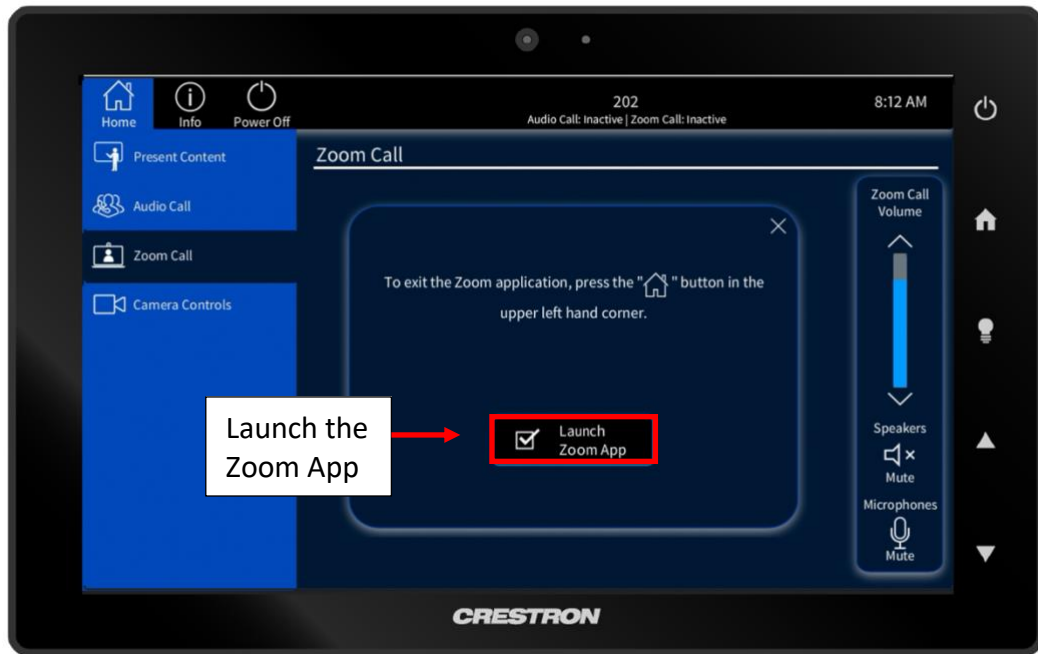
2. Select the content you wish to share during the meeting. Once selected click the "x"



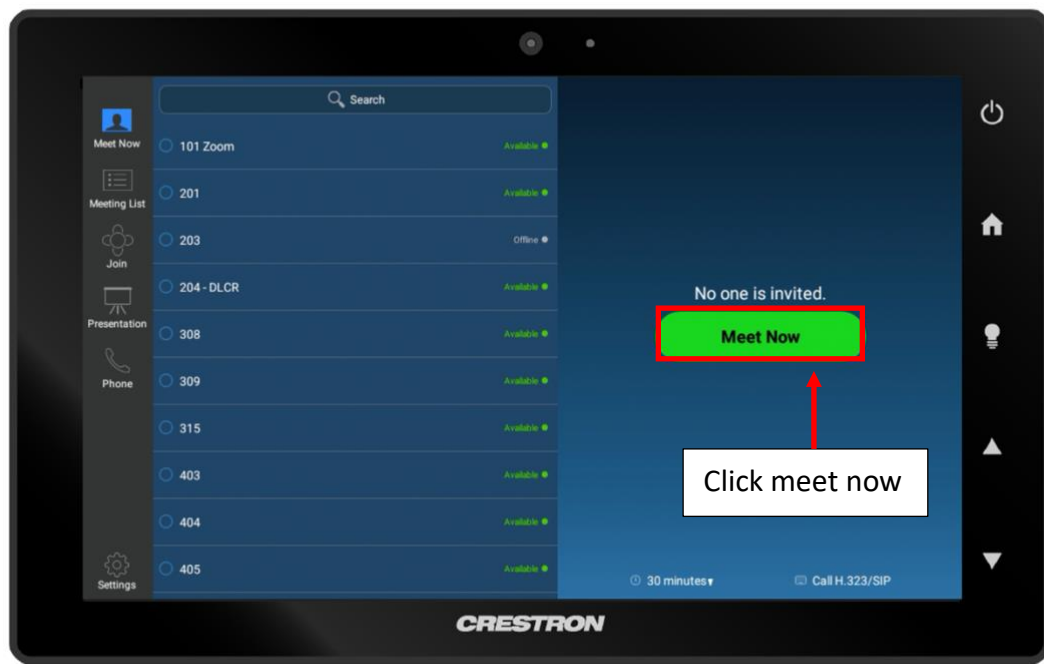


3. Launch the Zoom Application





4. Click the **Meet Now** button



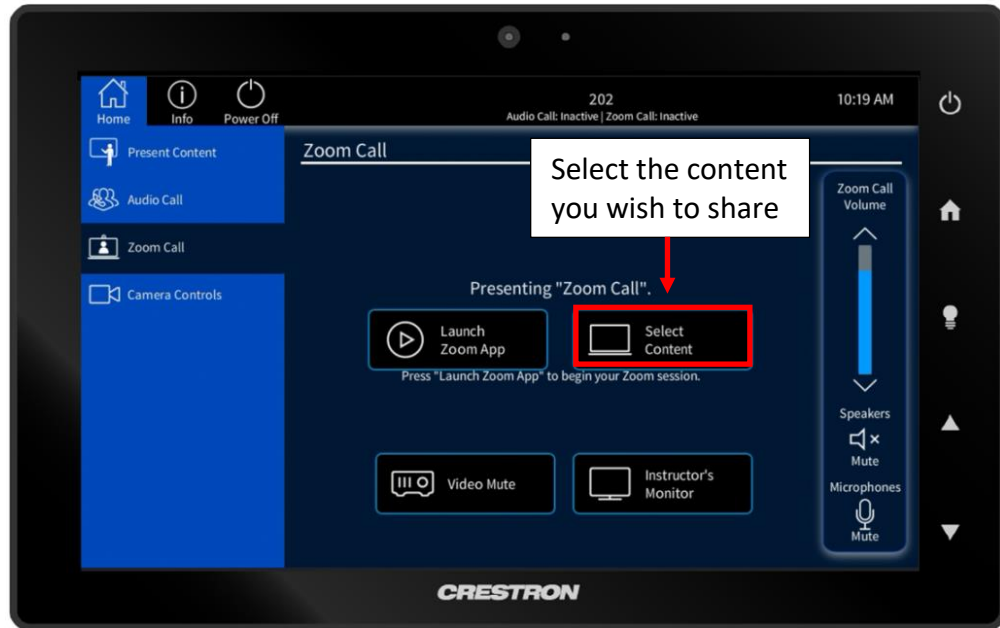
5. Now that you are in the meeting you can:



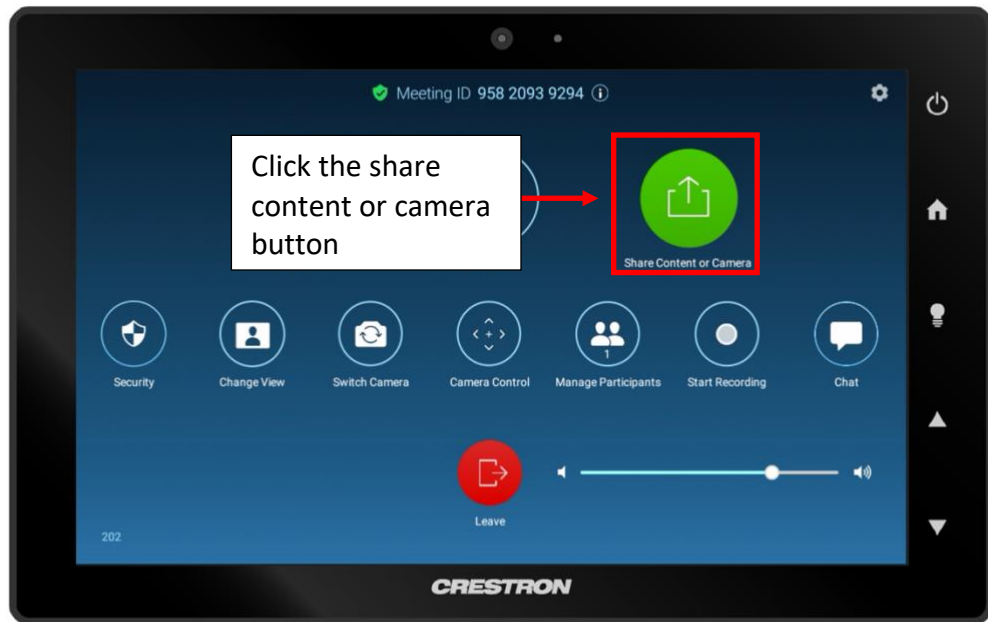
- a. Mute the room's microphones
- b. Stop the video
- c. Share HDMI content
- d. Manage Participants
- e. Control the rooms camera(s)
- f. Record the meeting
- g. View the meeting chat
- h. Control the volume of the meeting
- i. Leave the chat

Sharing Content During the Zoom Call

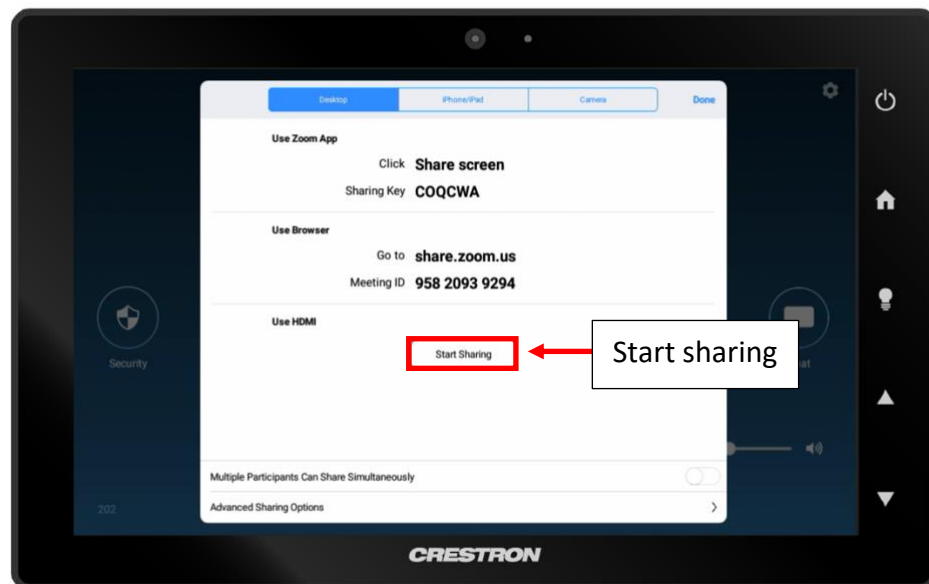
1. Select the content you wish to share during the meeting. Once selected click the “x”



2. While in the Zoom meeting click the **Share Content or Camera** button



3. Click the **start sharing** button to share the content you selected before opening the zoom application

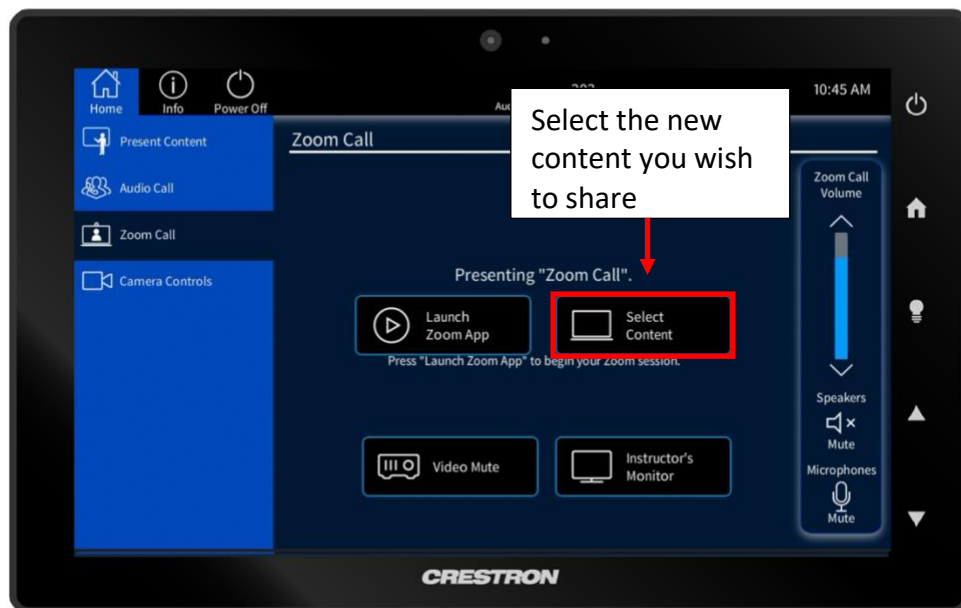


Presenting New Sharing Content in the Zoom Meeting

1. To change the sharing content while in a Zoom meeting
 - a. Click the home button on the Crestron Machine. **DO NOT LEAVE THE CALL**

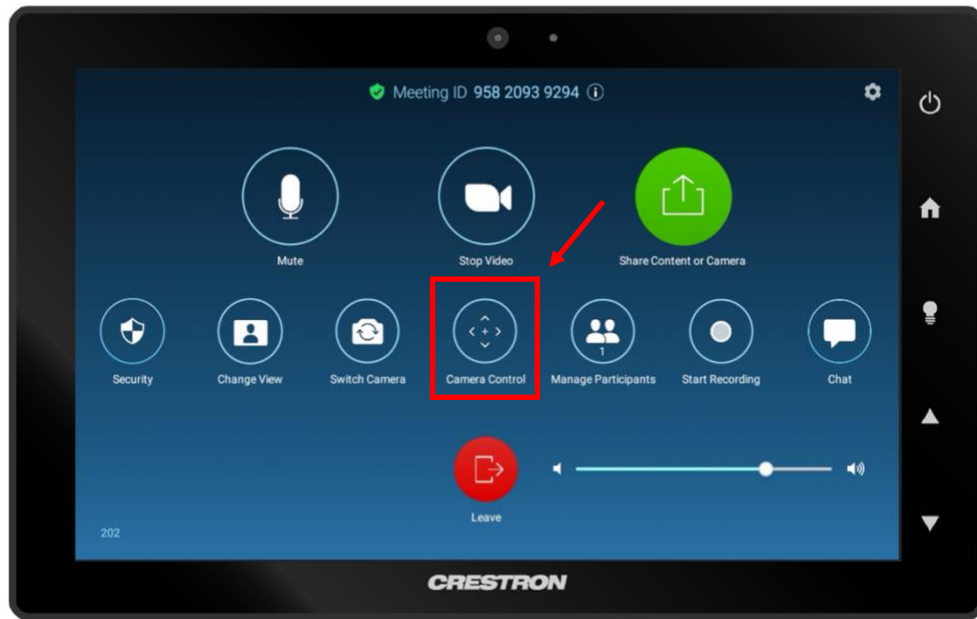


- b. Once back at the home screen; select new content you wish to share

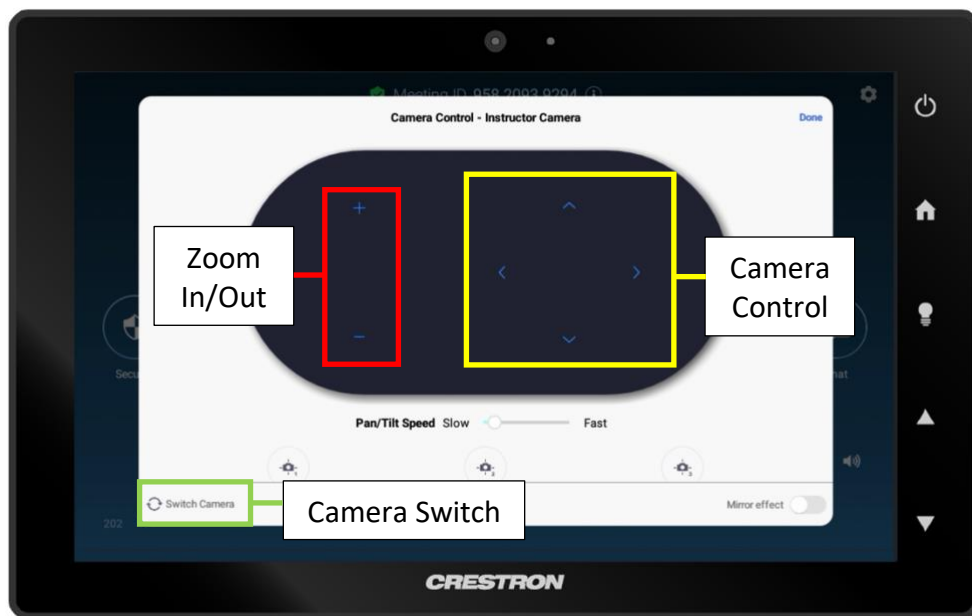


Camera Controls in a Zoom Meeting

This is the option used to control the cameras located inside the classroom while using the Zoom Room application. The user can choose between an instructor or audience view.

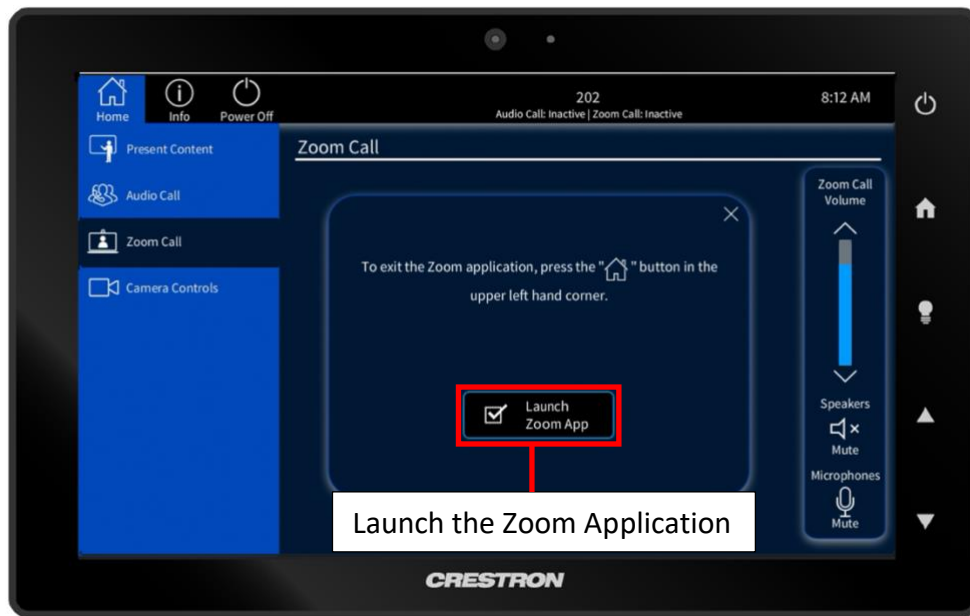


1. While in the Zoom meeting click the **Camera Control** button.

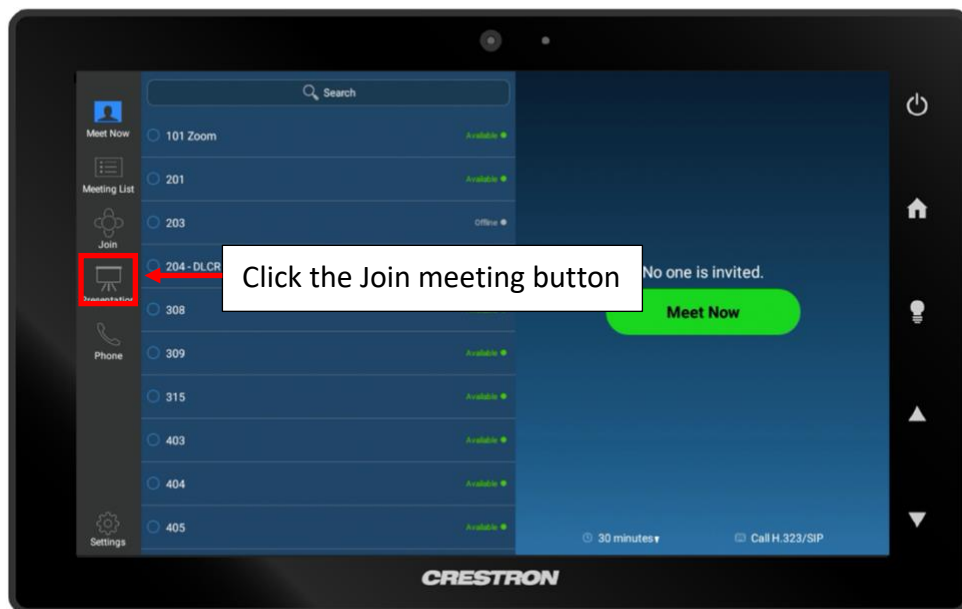


Claiming Host Controls on Zoom Rooms

1. Launch the Zoom application



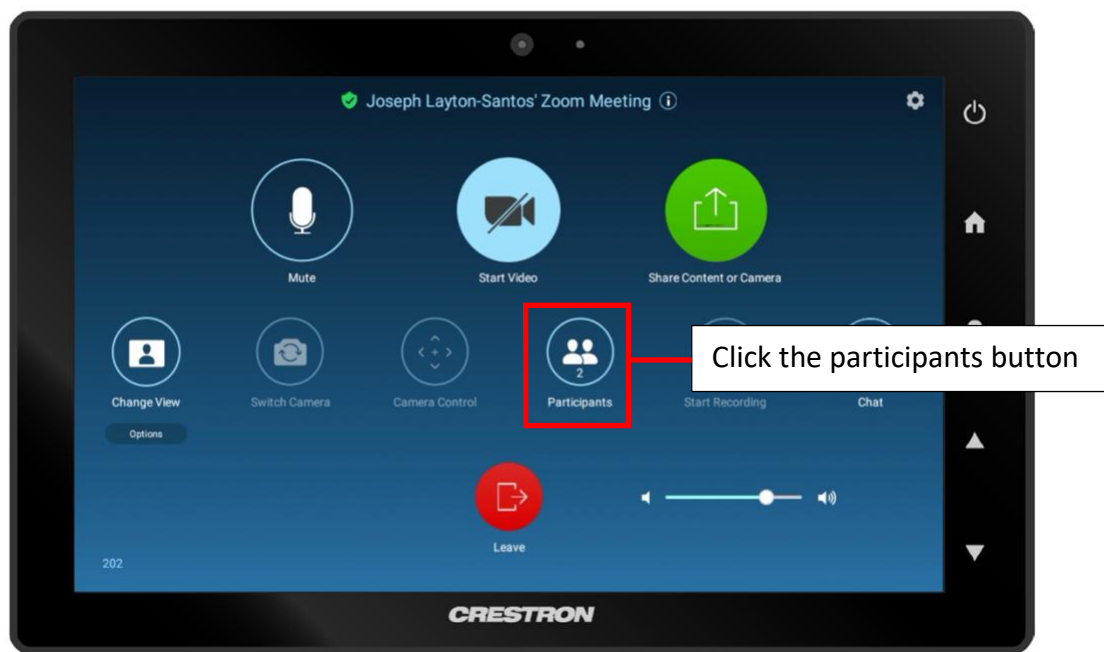
2. Click the join meeting button



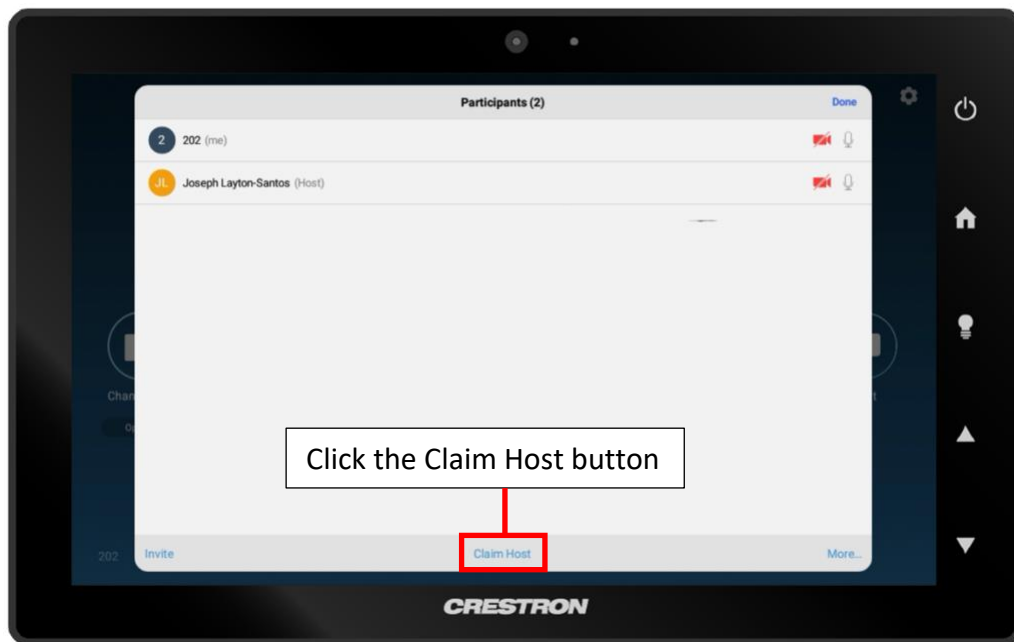
3. Enter the meeting ID number



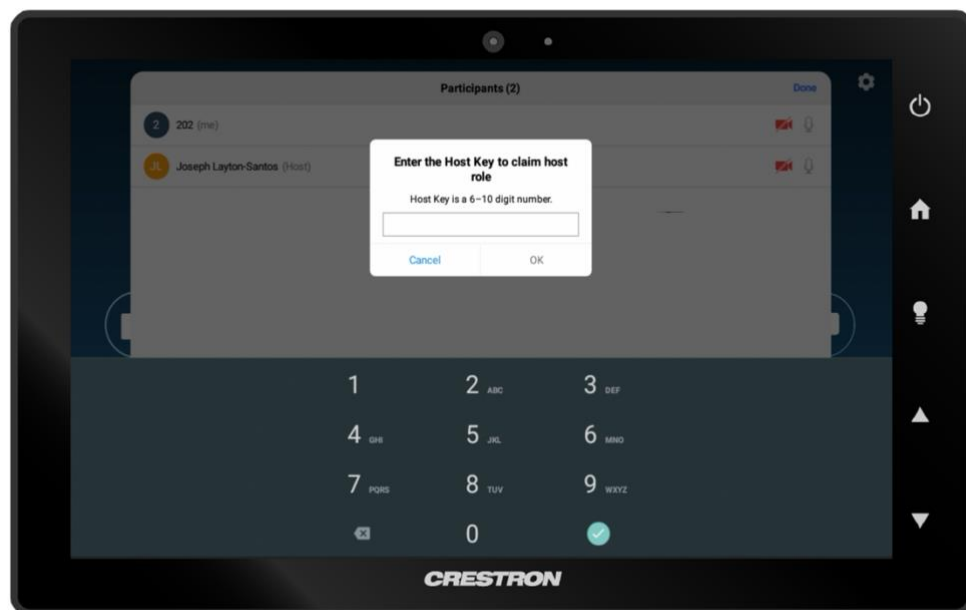
4. Click the participants button



5. Click the claim host button



6. Enter your host key (You can find this in your profile at uchastings.zoom.us)



zoom

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SCHEDULE A MEETINGJOIN A MEETINGHOST A MEETING ▾

Data center regions for meeting/webinar data in transit

Include all data center regions to provide the best experience for participants joining from all regions. Opting out of data center regions may limit CRC, Dial-In, Call Me, and Invite by Phone options for participants joining from those regions.

☒ Australia

☒ Brazil

☒ Canada

☐ China

☒ Germany

☐ Hong Kong SAR

☒ India

☒ Ireland

☒ Japan

☒ Netherlands

☒ Singapore

☒ United States of America

Turn on

Sign-In Password

Edit

Host Key

Show

Edit

Two-factor Authentication

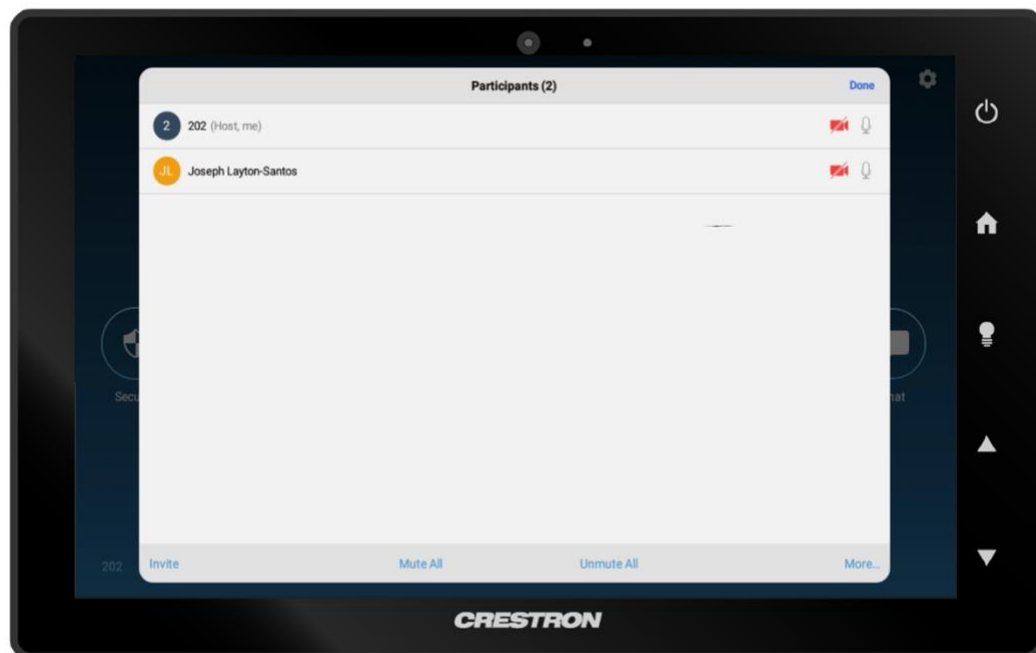
Turned off

Turn on

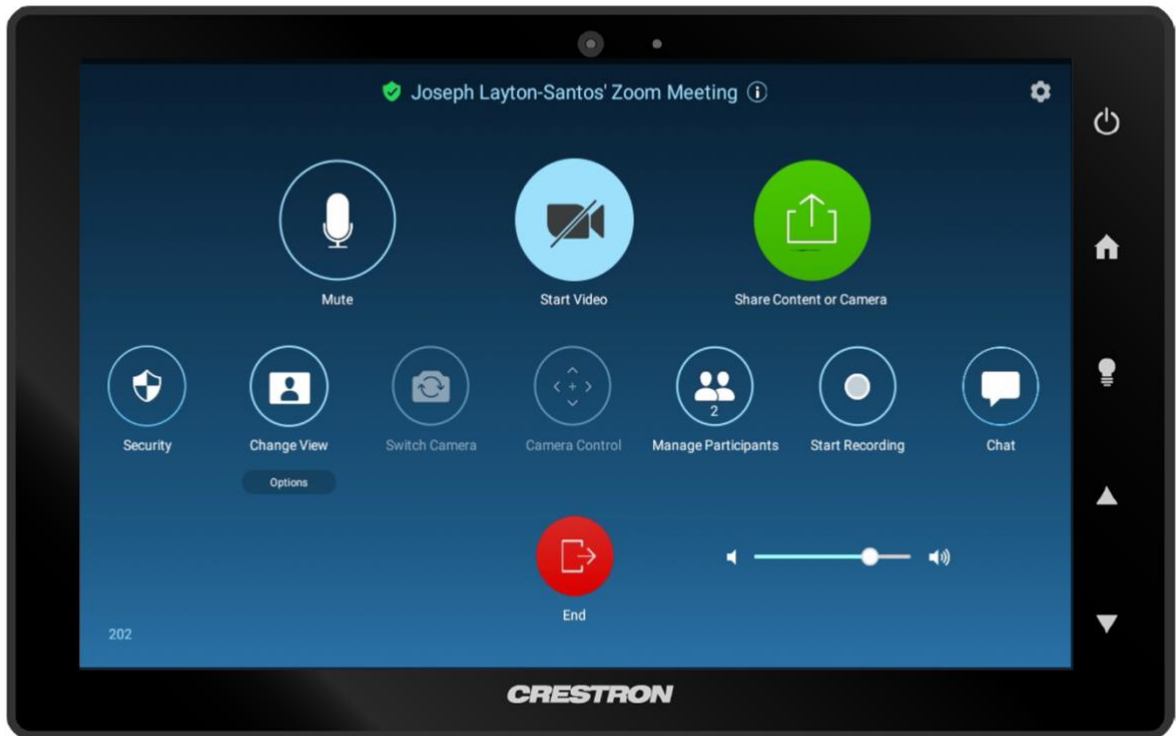
Signed-In Device

Sign Me Out From All Devices

7. You are now the host of the meeting



8. As the host of the meeting you now have the ability to
- a. Record the meeting
 - b. Secure the meeting



Making an Audio Call

