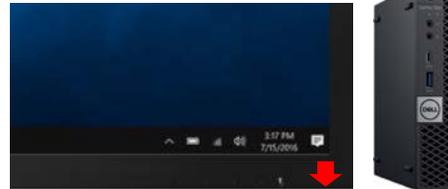


Using **Zoom Room System** in 18 Olson

(Active Learning Space)

1. **Power on** and **Log in** for the Touch Screen. You may need to connect the Ethernet cable and then log in to UC Davis CAS.

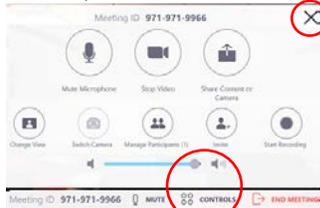
 is located at the bottom-right frame, and another on the Dell computer behind the touch screen at the right side.



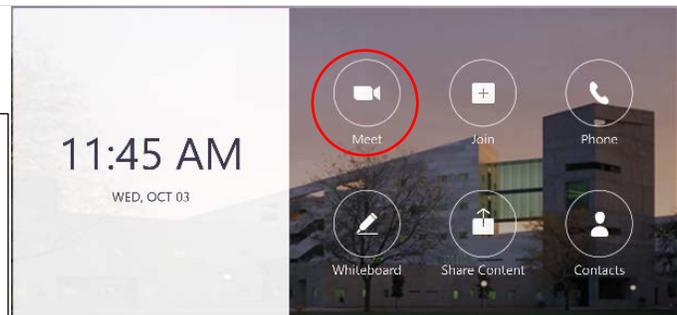
2. Click the **Start Zoom Rooms** shortcut on the desktop.



3. Select the **Meet** Button on the screen, tap 4-circle **CONTROLS** at the bottom of the screen, boost the **volume**, and tap **X** to exit.



You may also need to check other 3 recording volume level settings: the box, computer(s), and Zoom software.



4. Provide the Meeting Room Information to the Presenter or Attendees at Distance.

URL: <http://zoom.us/j/9719719966>

Meeting ID: 9719719966

At a distance, the presenter and attendees using browsers on different devices will have different steps.

- 1) **Add a Zoom Plugin or Open Link:** For the first time, on Chromebook, a user needs to click **Add** application or plugin multiple times; on a laptop, a user may need to download a plugin and run it.
- 2) **Type a User Name**
- 3) **Test Audio and Video.**
- 4) **Join with Computer Audio**
- 5) **Mute/Unmute Audio and/or Enable/Disable Video in Zoom.**

