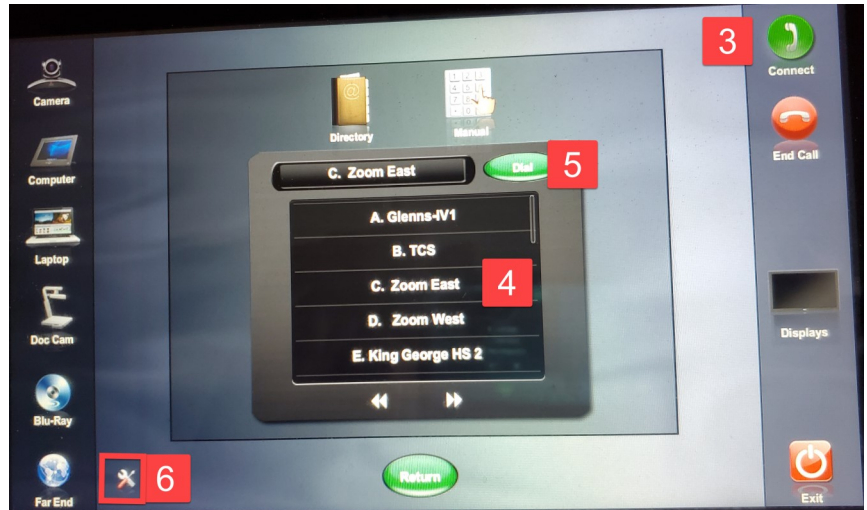


Zoom from an IV Room

* NOTE: if using IV Classrooms with Zoom, do NOT use the traditional IV connection. ONLY use the Zoom. Have each room independently follow these instructions.

The first two steps will differ depending on specific lap tops.

- 1) Start your Zoom meeting on your laptop.
- 2) MUTE laptop in Zoom, Mute laptop Windows sound
- 3) On IV controller, Tap **Connect**
- 4) Select **Zoom East** from the list
- 5) Tap **Dial**



- 6) Use hand held remote OR the Virtual Remote



You will find the Meeting ID and Passcode in your Meeting Setup

There is a SHOW link beside the passcode, this will allow you to see it unencrypted to type it in.

- 7) Hit the *Pound* key (#)
- 8) Type in the *Meeting ID*, hit *pound*
- 9) Type in the *Passcode*, Hit *pound*.

You should be in your meeting. You may use the participant window on your laptop to allow screen sharing, or to make the IV room a co-host. You will need to use your laptop to monitor the chat.