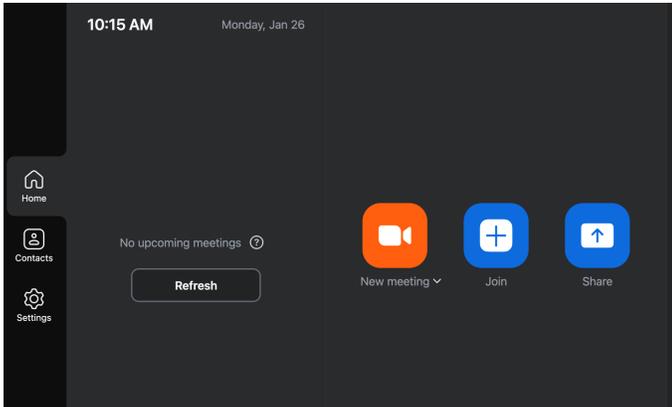# ETS – Zoom Room AV Quick Guide
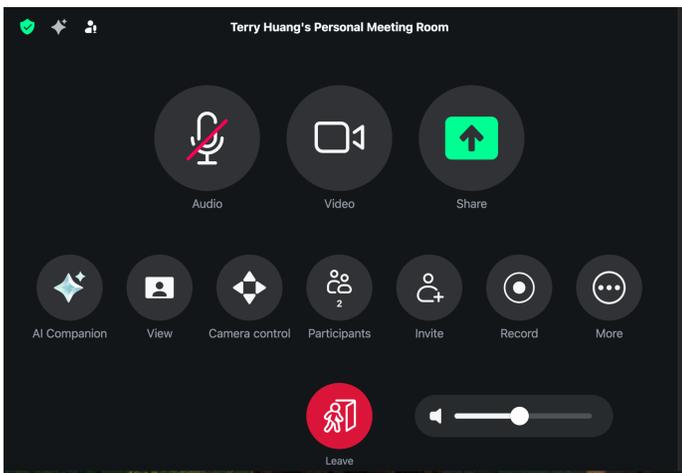
1. Zoom Room Home Screen

Tap New Meeting, Join, or Share to begin.

2. In-Meeting Controls

Audio: Mute/unmute mic | Video: Start/stop camera | Share: Present content | Camera Control | Participants / Invite / Record

If needed, To Listen to laptop audio, change computer audio output to "Crestron" in lieu of "laptop speaker". Use volume slider on Touch Panel to adjust volume in-room.

3. Share Content

Tap Share and follow on-screen instructions to present your device.

4. End the Meeting

Tap Leave → select End Meeting for All → confirm return to Home Screen.