



Click on the **ZOOM** icon in the dock to launch ZOOM.

Press on ZOOM on touch panel

A short "How to will appear on the touch panel. Move to the in-room computer keyboard and mouse for the next step.



Click on JOIN A MEETING.

Your meeting will launch and the computer audio will automatically connect to the in room microphone system.

ZOOM works best when you use a mirrored slide show mode. To share content click on **Share** and pick **Desktop 1.** Once your slideshow launches click on "Slideshow"



<u>Presenter View sharing:</u> Click on Share then click on Desktop 1. Start your slide show in power point. Navigate to the top menu for zoom and click on NEW SHARE. Click on Desktop 2 and click Share.