

CONFERENCE ROOMS STARTUP INSTRUCTIONS

TO START THE SYSTEM AND POWER ON TV

- Press the System On button to startup the system
TV Monitor will turn on automatically.



SELECT A SOURCE

- Blank/AV Mute is Default
- Press PC (Built-In), HDMI, Laptop, or Wireless
- Plug Laptop into the USB-C or HDMI cable as needed.



AUDIO CONTROLS

- Can be adjusted with buttons **Vol Up**, **Vol Down**, and **Vol Mute**
- Also can use scroller to adjust



TO SHUT DOWN

- Press "System Off"



UTILIZING ZOOM/TEAMS IN THE CONFERENCE ROOMS

- Log into the Desktop PC or your laptop using the UC credentials listed on the touchscreen, or with your own UUID and password.
- Navigate to **memphis.zoom.us** and login, using your UUID, password and Duo.

CONNECTING A LAPTOP

- When using the **HDMI** cable, also connect the **USB** cable for built-in web cameras and microphones.
- When using the **USB-C** cable, the USB cable is not required.

ZOOM SETTINGS

- Settings > Video > Camera > **Bose Videobar VB1**
- Settings > Audio > Speaker > **Bose Videobar VB1**
- Settings > Audio > Microphone > **Bose Videobar VB1**

TROUBLE SHOOTING

When Projector/Video Wall shows the Desktop but not exactly what is on your computer:

- Go to Settings
- Click “System”
- Click “Display” on the sidebar
- Under “Multiple Displays”
- Click “Duplicate Display”