

# Conference Rooms Startup

## To Start the System & Power On TV

Press the System On button to startup the system



The TV Monitor will turn on automatically.

## Select a Source

- Blank/AV Mute is Default
- Press Room 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 with the credentials listed above the panel, or your laptop using your own UUID and password.
- Navigate to [memphis.zoom.us](https://memphis.zoom.us) and login OR login to TEAMS desktop app, using your UUID, password and Duo.

## Connecting a Laptop

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- 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/Teams Settings

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

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## Trouble Shooting

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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*”