



How to Start a Zoom Class — Room 432C

1. Make sure the **computer** is **on**.
2. Turn the **projector on** by typing the password on the touchscreen & selecting the source (pc, laptop).
3. Locate the **Zoom icon on the desktop** of the computer and log in using the [SSO](#) option.
 - a. Once logged in select the **meetings** tab in the Zoom window to start the meeting.
 - b. Set the **Zoom view to Gallery** to make sure you can see all remote participants.
4. **ADJUST THE CAMERA:**
 - a. With the **remote control select camera 1** then adjust the camera with the arrows or presets.
5. **Adjust Volume:**
 - a. Use the touchscreen panel to adjust the volume.