Turn on the PC: It is located on the top left-hand side, behind the TV. Turn on the TV: The button is located on the bottom-left corner, behind the TV.

**Starting Zoom for the entire class**

1) On the Desktop, double-click on the Zoom Room Icon

2) If a window prompts asking “how to join the audio conference?”, close the window and continue without computer audio.

3) You will need to manually do this to all the other TV's

4) Instructor may now join from their computer. (The Zoom website is: [https://zoom.us/join](https://zoom.us/join))

   To get the Zoom Meeting ID, it is located on the Desktop Wallpaper (lower right-hand corner)

**Starting Zoom for small groups**

1) On the Desktop, double-click on the Zoom Room Pod Icon

2) If a window prompts asking “how to join the audio conference?”, close the window and continue without computer audio.

3) Students may now join from their computer. (The Zoom website is: [https://zoom.us/join](https://zoom.us/join))

   To get the Zoom Meeting ID, it is located on the Desktop Wallpaper (lower right-hand corner)

**Starting Zoom to show a video to the entire class**

**From the Classroom TV**

1) Start Zoom

2) Join Audio by Computer

**From the instructor laptop**

1) Start Zoom

2) Join Audio by Computer

3) Mute the computer audio to prevent any feedback

4) Share Screen, select the checkbox to “share computer sound”

5) Play your video clip