Join a Zoom meeting scheduled through Office 365

1. Power on the video display and tap the video conferencing system panel to activate. Then, tap Meetings.

2. Find your scheduled meeting and tap Join. You can join a meeting up to 30 minutes before the start time.

3. You are connected to the meeting.

Tip: Don’t see your meeting? Tap the X in the upper corner to return to the main menu and follow the instructions below.

Join using a meeting ID

1. Power on the video display and tap the video conferencing system panel to activate. From the main menu, tap Zoom/WebEx.

2. From Zoom tab, tap Start or Join a Zoom Meeting. For WebEx meetings, switch to WebEx tab.

3. Enter your meeting ID. Tap OK. You are connected to the meeting.

For more information, visit videoconferencing.stanford.edu.
Share content

1. Connect the source to the video system with a suitable cable. From the video conferencing panel, tap Share.

2. Tap **Share in call** to show the content on your video system’s screen.

3. Tap **Stop sharing** to end the session.

**Tip:** Tap the \( X \) in the upper corner to return to previous display.

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Use In-Call Options

1. While on a call, tap **In-Call Options**.

2. Tap **Show Participants** to view meeting participants on the display.

3. Tap **Start/Stop Camera** to start or stop the video broadcast. By default, the system video broadcast is on as soon as you join a meeting.

For more information, visit [videoconferencing.stanford.edu](http://videoconferencing.stanford.edu).