

Concord Reserve Room System Instructions

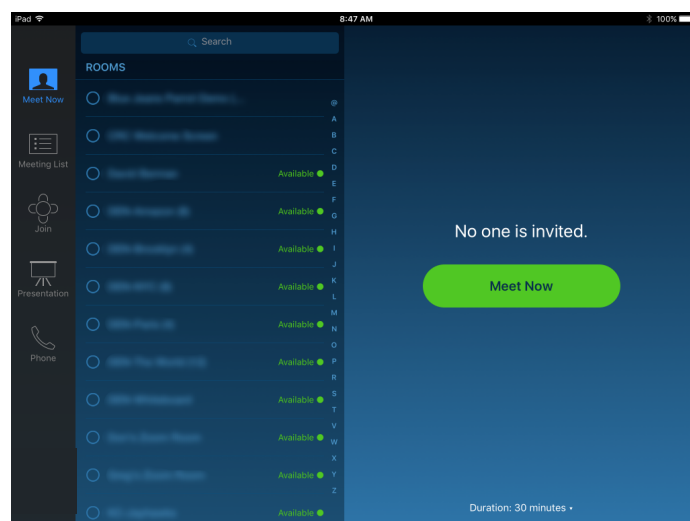
Step 1.

Using the TV Remote, power on the TV and change the HDMI output to HDMI #2



Step 3.

If the meeting is taking place in this Conference Room's Virtual Meeting Room, touch the green Meet Now button on the touch screen controller



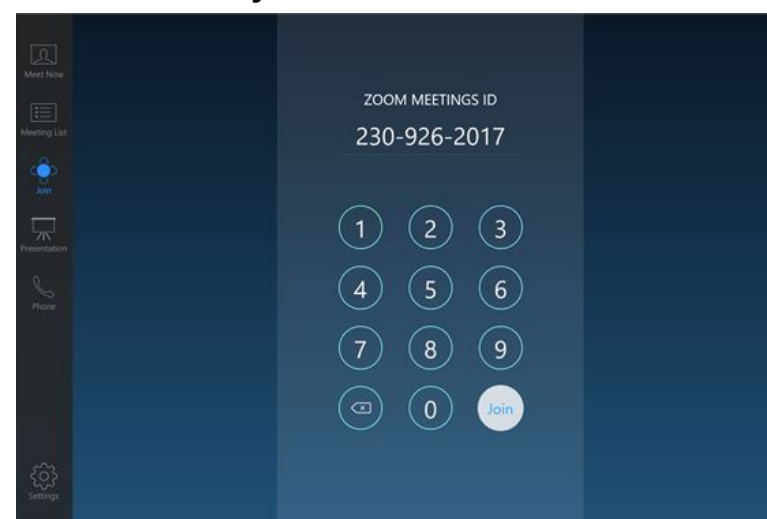
Step 2.

Unplug and power on both microphones / speakers. Place on front left & right of table.



Step 4.

If meeting in a different meeting room (ie Virtual Room #1), touch Join on the touch screen controller, then enter meeting ID found in the audio portion of your invitation

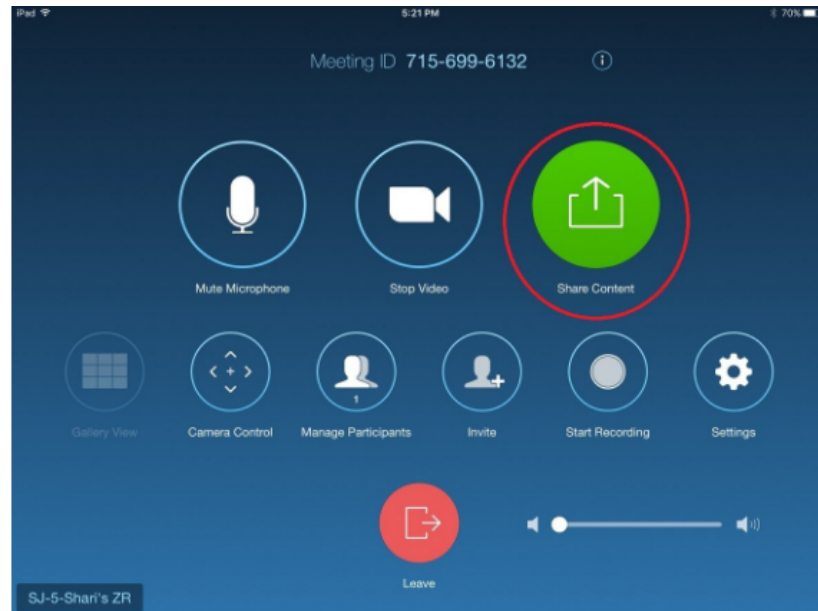


For Support Call 414-216-3366 or email: support@easyconnecthd.com

Screen Sharing Instructions

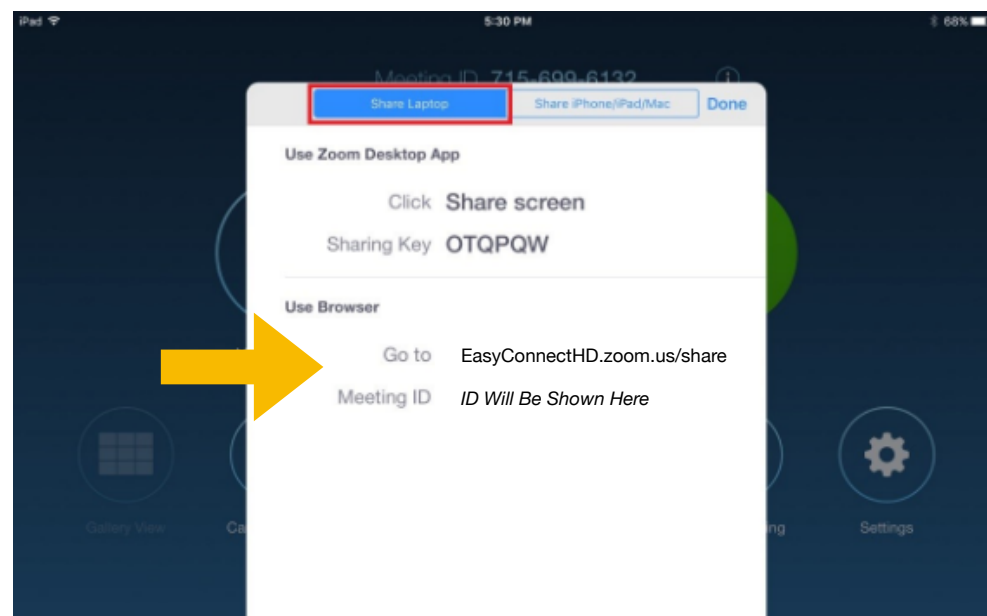
Step 1.

Once you are in a meeting, touch the green Share Content button on the touch screen controller



Step 3.

Take the meeting ID shown on the touch screen controller and enter it into the field on your laptop



Step 2.

On your laptop open a browser Outside of Citrix and go to: EasyConnectHD.zoom.us/share

Screen share an application

Meeting ID or Personal Link Name

Your meeting ID is a 9, 10, or 11-digit number

Share

Your camera and audio are disabled on entry. You can screen share your desktop, application or iPad/iPhone app.

Step 4.

The Screen Share menu will appear on your laptop

- You can share your desktop or a specific application
- Check the box to Share computer sound if you plan to share a video or audio clip

