# **Twin Towers Room System Instructions**

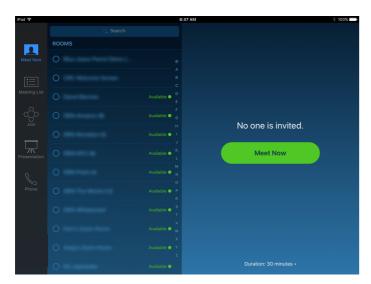
## Step 1.

Using the TV Remote, power on the TV and change the HDMI output to HDMI #1 and the input box to Port #1



Step 3.

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



## Step 2.

Ensure that the microphones / speakers are powered on. If not, use power buttons located in the center.



Step 4.

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





## **Screen Sharing Instructions**

#### Step 1.

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



Step 3.

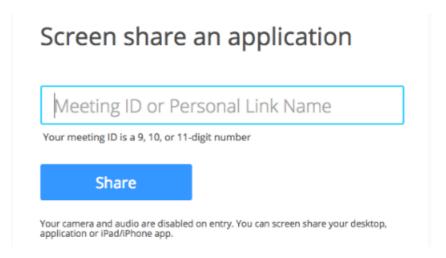
Take the meeting ID shown on the touch screen controller and enter it into the field on your laptop



## Step 2.

On your laptop open a browser <u>Outside</u> of Citrix and

go to: EasyConnectHD.zoom.us/share



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

