**Zoom Conference Room controller**

**Enter Zoom meeting or use conference phone**
1. To start a zoom meeting or use room conference phone select Zoom/Phone Icon

2. Then press the home button on right of screen to enter the zoom room controls

3. Click [Here](#) to see ZoomRoom instructions

**Share your Laptop Screen**
1. To share your screen press the laptop button

2. Simply plug in HDMI cable or use solstice (system will default to solstice if HDMI cable is not plugged in)
3. If using solstice follow on screen instructions or click here for more details.

**Use in room camera and mic for non-zoom video conference applications like Skype etc.**

1. Select Laptop

2. Plug in table HDMI Cable or use solstice

3. Plug table USB cable into laptop

4. Use video conferencing application of your choice. Be sure to go into video conferencing applications settings to be sure you are using the in room mic and camera.