ZOOM ROOM GUIDE
Created by ACT

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To start, tap anywhere on the touch screen panel.
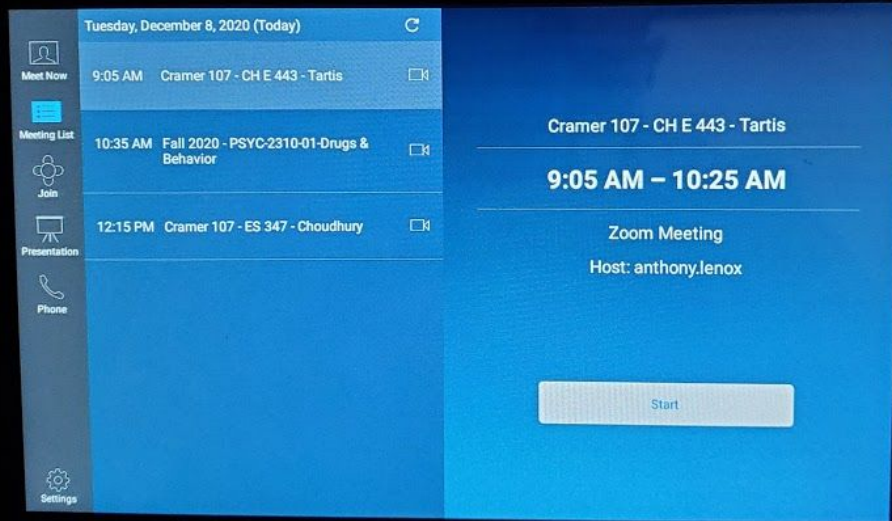

Select "All Screens" and tap on "Zoom".

Select "Zoom Sharing" on the bottom left corner on the touch panel and then select the source from which you will be teaching with.

The gray bar above the "Mic to Speakers" button can be used to adjust the volume of the classroom speakers.


Tap "Zoom Controls" on the bottom right corner of the touch panel and it will bring you to this screen. Make sure that you have "Meeting List" selected on the top left side. Your meeting will start automatically at your scheduled class time. You can tap "Start" on the bottom right to start class early manually.

Once your meeting has started you will be brought to this screen. The bottom right volume bar can be adjusted to increase or decrease the sound of your Zoom meeting. If the bar is turned up and the volume is still inadequate, make sure the gray volume bar on the home screen is also turned up.

Tap the green "Share Content or Camera" button on the top right side of the touch panel and you will be brought to this screen. Select "Camera" near the top right side.
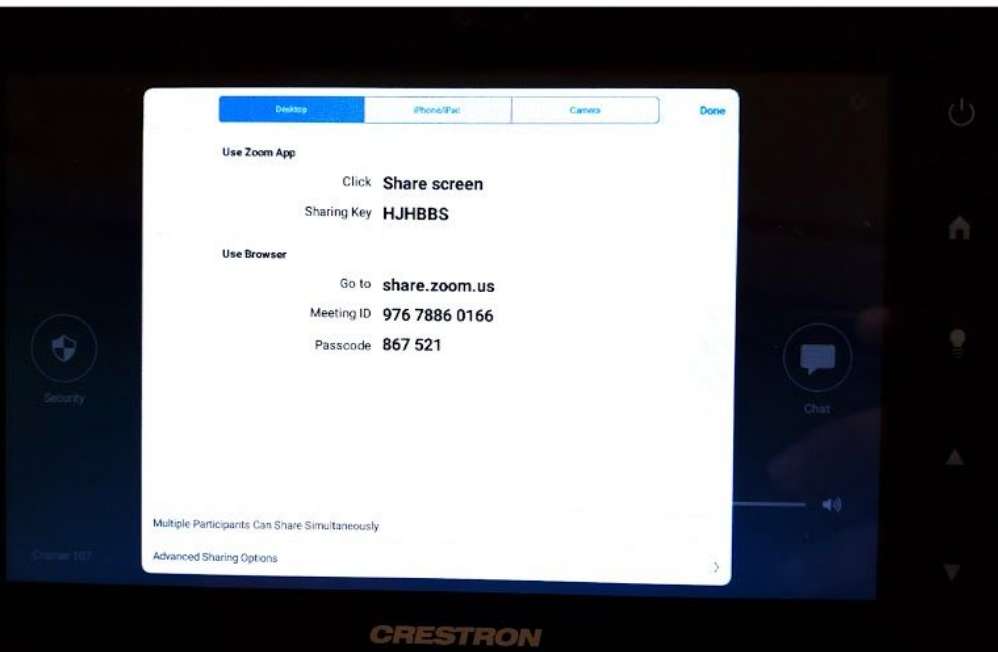
Select "Zoom Sharing" and you will start sharing your selected teaching source to all of members of the meeting. Click "Done" on the top right corner to close this menu and go back to your Zoom Controls.
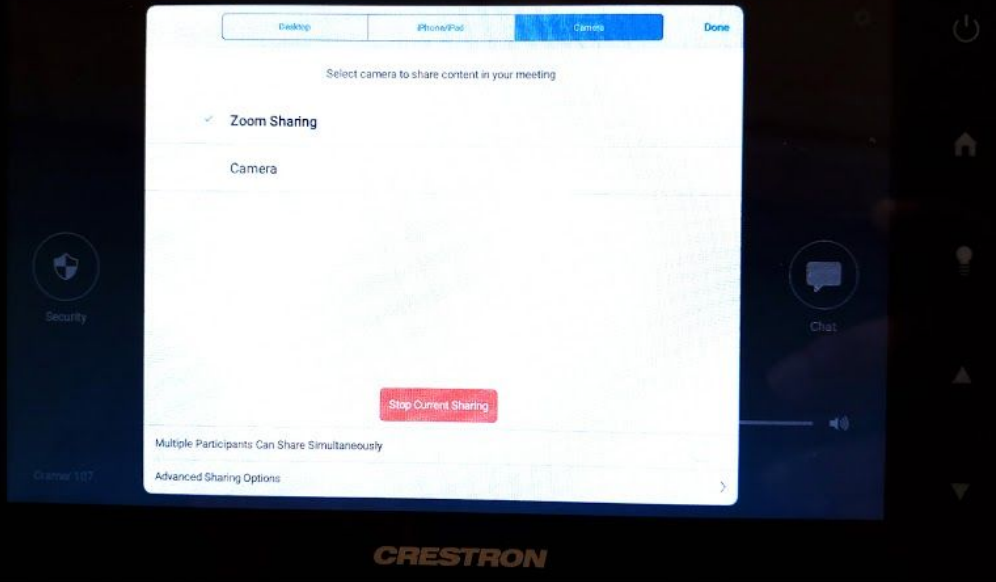
If you have any issues or need further assistance please contact ACT at (575)-835-6688 or act@nmt.edu