


ON CAMPUS STUDIO TRAINING

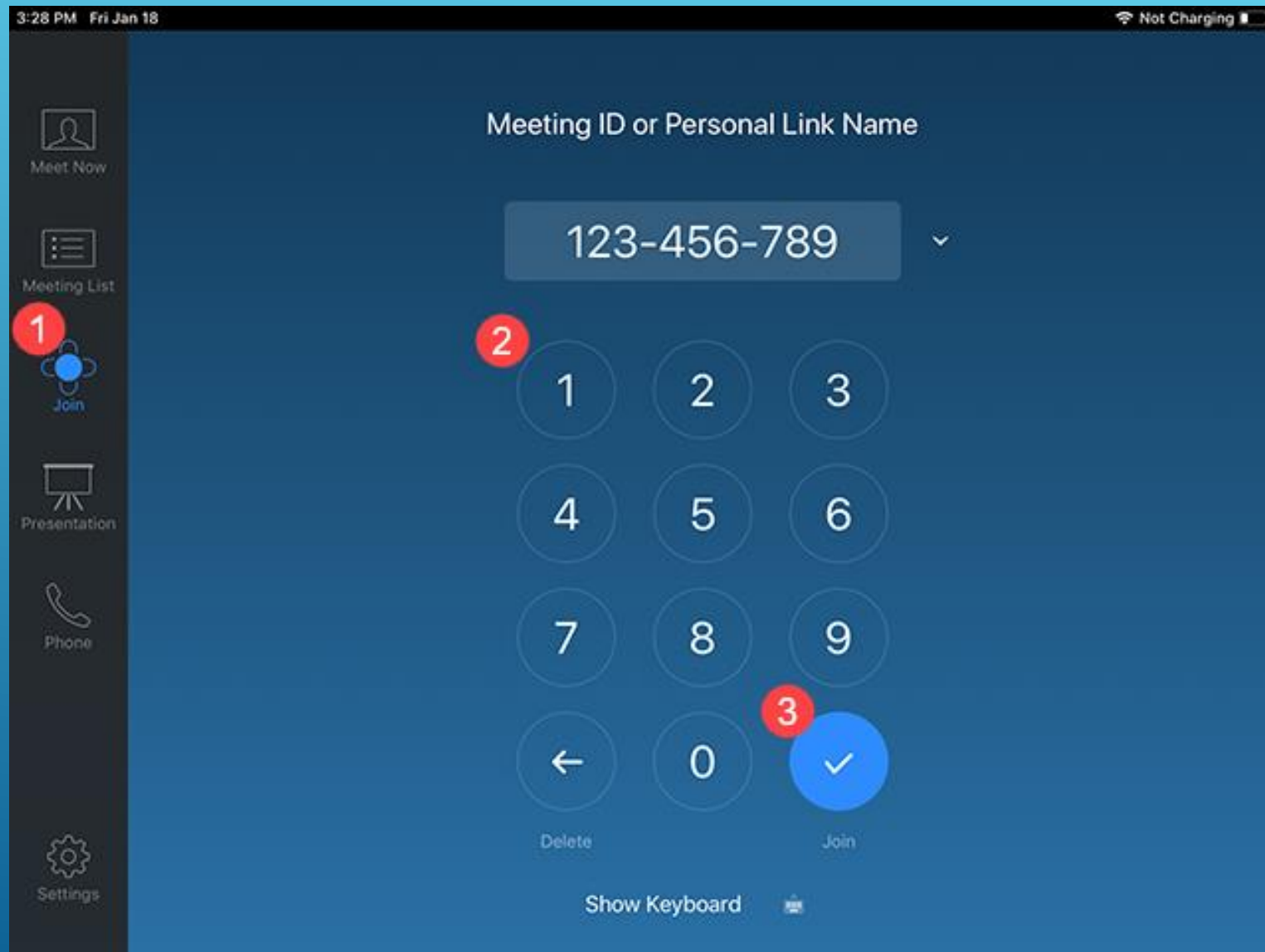
Johns Hopkins University 2020



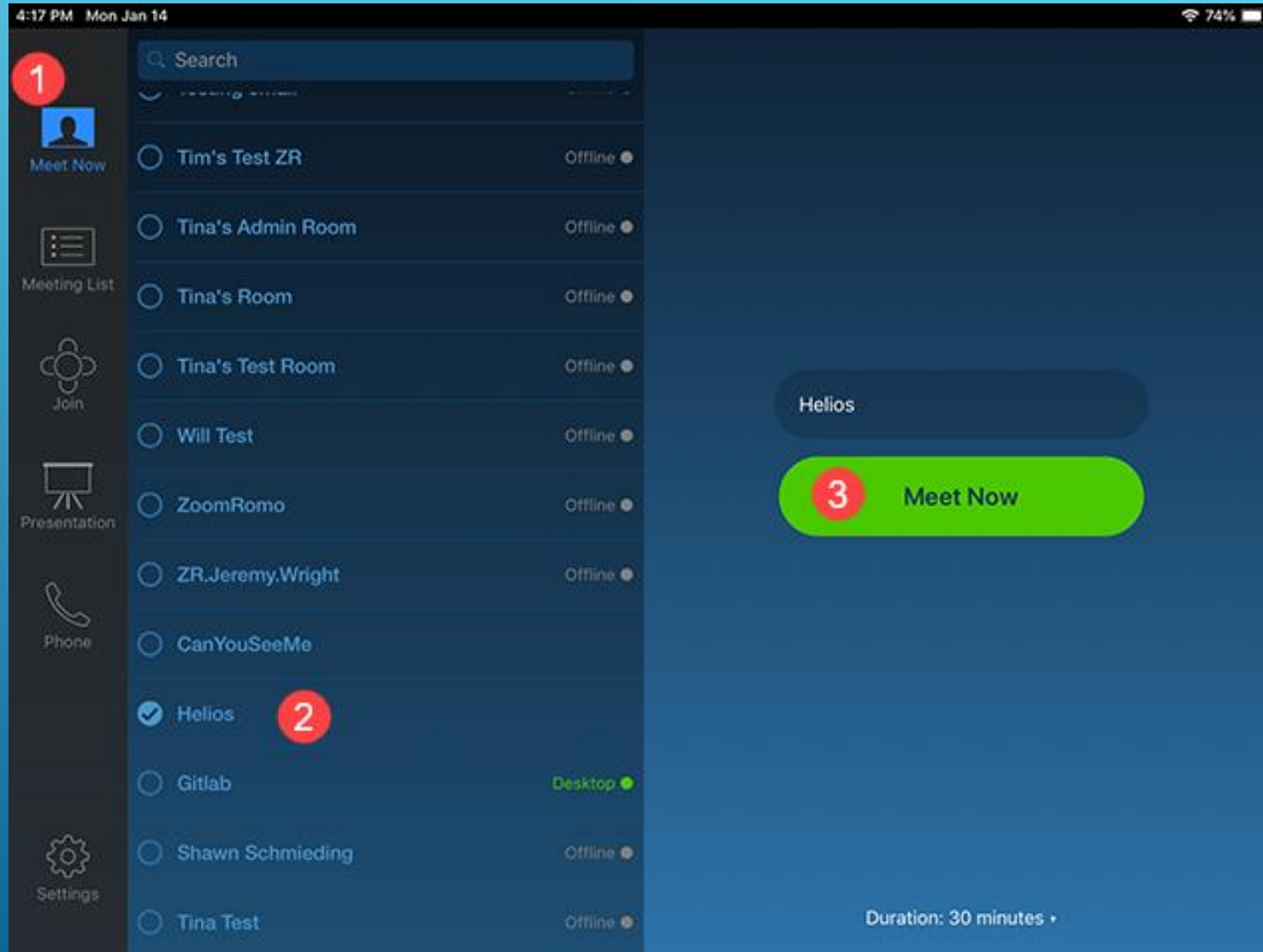
FIRST THINGS FIRST

- ▶ If display appears to be black, use remote or display power button under center of screen to turn on.
 - ▶ Set up any additional sources you may want to use (laptop, doc cam, mic pod)
- 
- A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.

ZOOM ROOM INTERFACE



ZOOM ROOM INTERFACE



ZOOM IN-PROGRESS MEETING

Mute/unmute room microphone

Change video display layout

Speaker view: displays active speaker

Gallery view: shows all attendees in grid

View and manage meeting participants



Leave the meeting or end the meeting if host

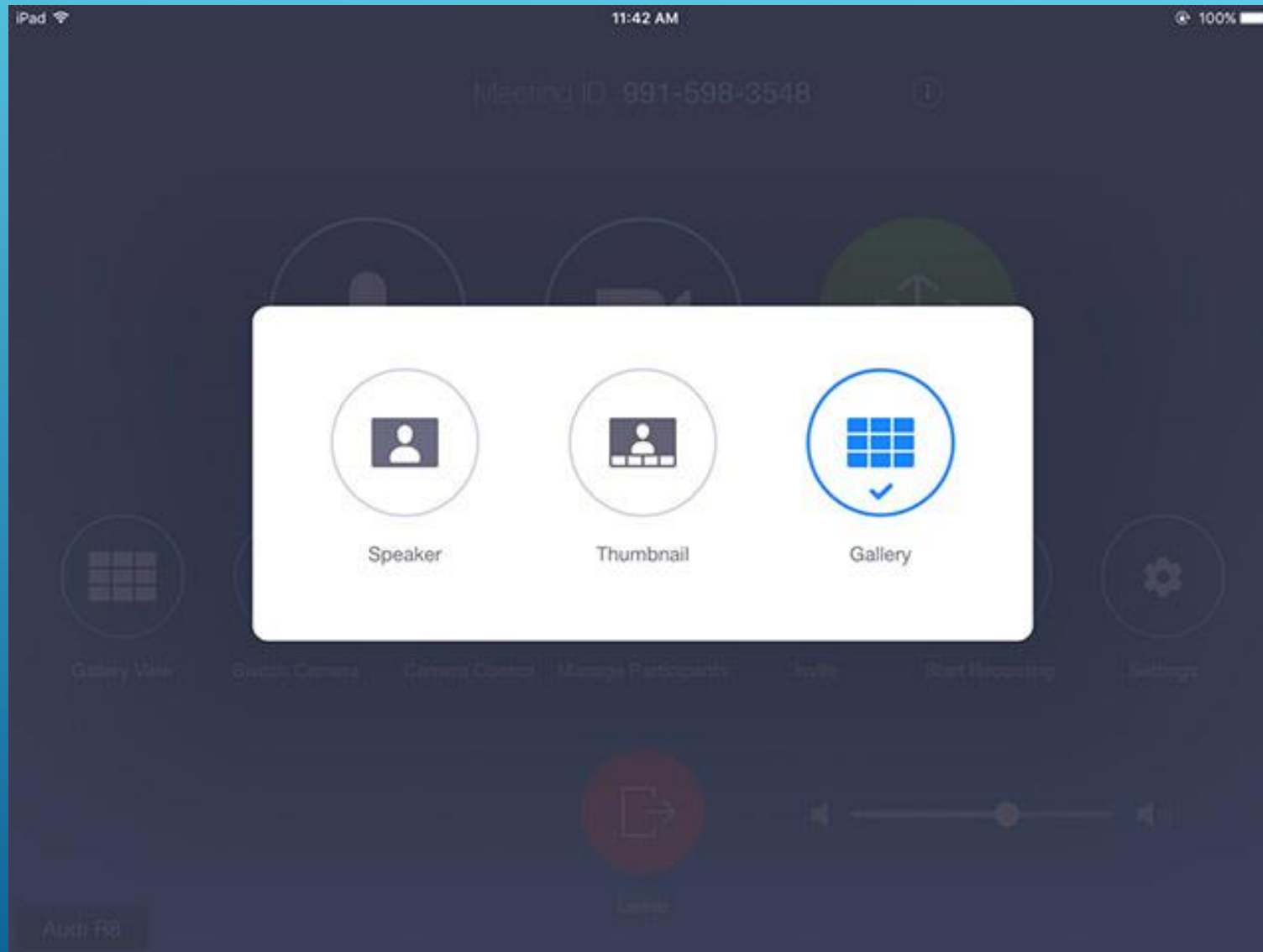
Invite others into the meeting

Share content from your laptop or mobile device

View meeting chat messages. You can even enable chat messages for the room display.

Start recording to the cloud. (Once the meeting is over, a link to your recording will be emailed to you.)

CHANGE VIEW



ZOOM IN-PROGRESS MEETING

Mute/unmute room microphone

Change video display layout

Speaker view: displays active speaker

Gallery view: shows all attendees in grid

View and manage meeting participants



Leave the meeting or end the meeting if host

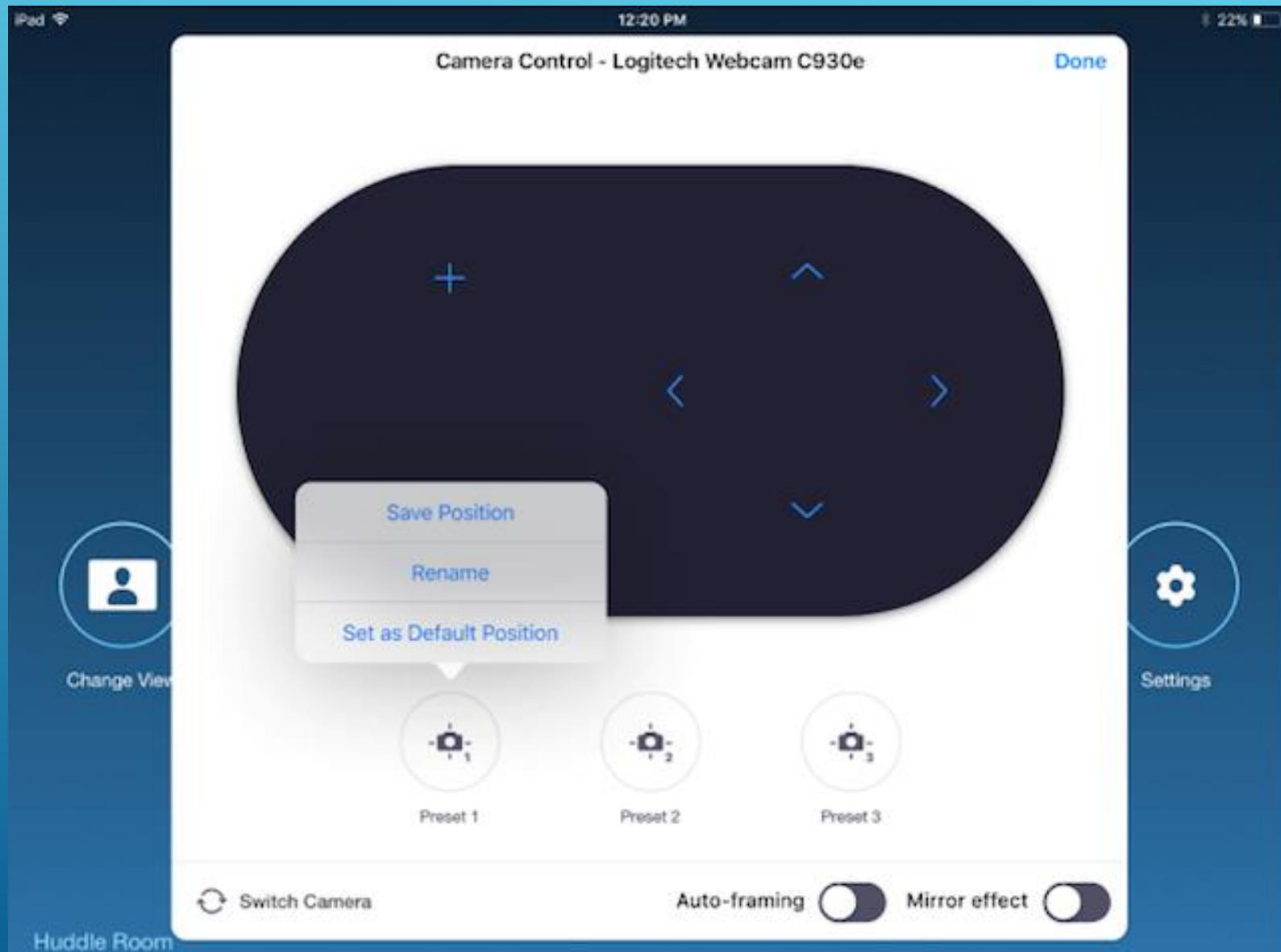
Invite others into the meeting

Share content from your laptop or mobile device

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Start recording to the cloud. (Once the meeting is over, a link to your recording will be emailed to you.)

CAMERA CONTROL



ZOOM IN-PROGRESS MEETING

Mute/unmute room microphone

Change video display layout

Speaker view: displays active speaker

Gallery view: shows all attendees in grid

View and manage meeting participants



Share content from your laptop or mobile device

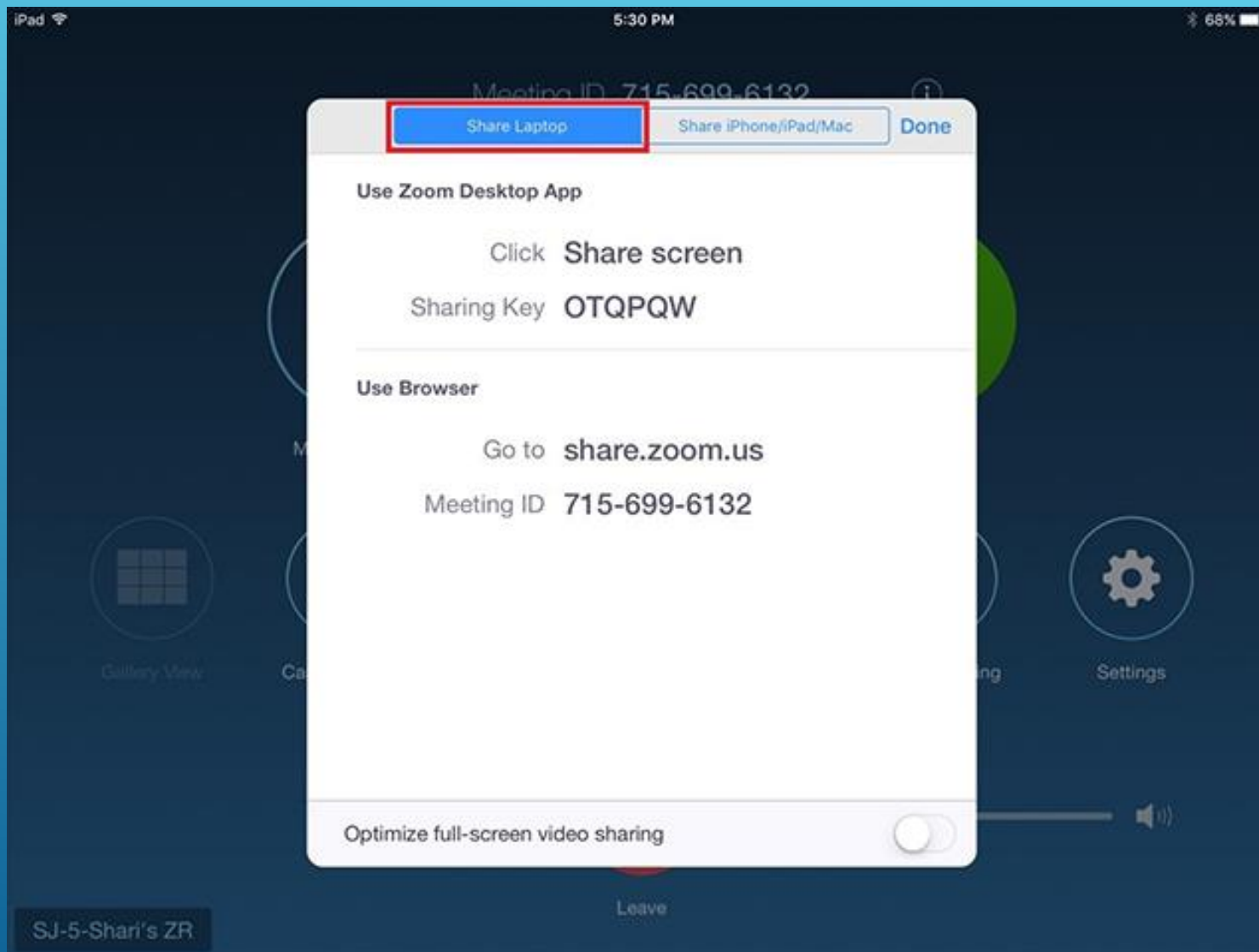
View meeting chat messages. You can even enable chat messages for the room display.

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Leave the meeting or end the meeting if host

Invite others into the meeting

ZOOM SHARE CONTENT



ZOOM IN-PROGRESS MEETING

Mute/unmute room microphone

Change video display layout

Speaker view: displays active speaker

Gallery view: shows all attendees in grid

View and manage meeting participants



Share content from your laptop or mobile device

View meeting chat messages. You can even enable chat messages for the room display.

Start recording to the cloud. (Once the meeting is over, a link to your recording will be emailed to you.)

Leave the meeting or end the meeting if host

Invite others into the meeting

QUESTIONS / REMARKS

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