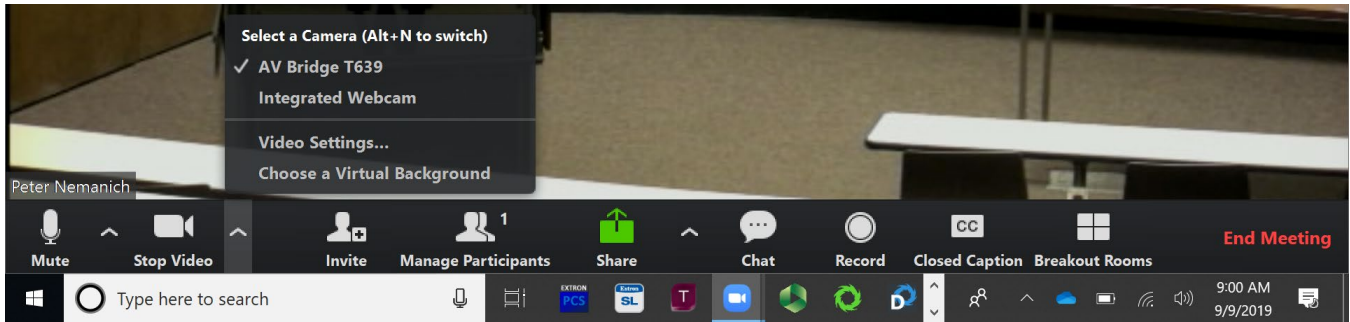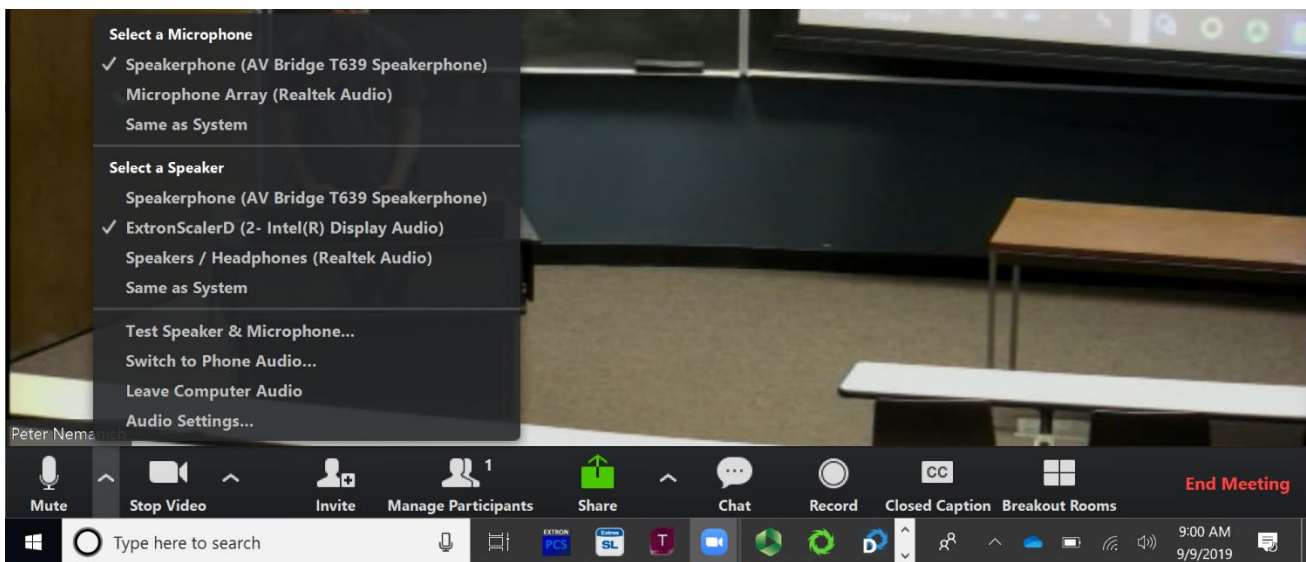1.) First plug in the USB cable at the podium. It might take a minute to install some drivers. Once **ZOOM** is opened up, click on the arrow by the video input to select the camera. The input should be labeled **"AV Bridge"** or **"Extron Mediaport."** Go ahead and select that input.

2.) Next, click on the arrow by the microphone and select the same **"AV Bridge"** input. For the speaker, select the HDMI audio output; should be labeled Extron or Crestron.

3.) To confirm the audio is working, speak into the microphone and you should **see audio levels flash green on the ZOOM mic.**

If you need additional information on ZOOM, please visit
it.connect.uw.edu/phones/conferencing/zoom-video-conferencing