How to connect to a ZOOM meeting in a COAH DE room.

First, please have your meeting id and passcode before you start. Login to your zoom account here if you need to look those up.

1. Tap “Video Conference”.

2. Tap “Favorites”.

![Image showing how to access video conference and favorites on a COAH DE room interface.](image-url)
3. Tap the “←”. This is the back to main directory button.

4. Tap “5- ZOOM”
5. Tap “Zoom” or “Zoom Alternate”.

6. Tap “Dial Video”. Your call is now dialing to zoom.
Look at the TV in the back of the room. You’re now connected to Zoom. You’ll see this screen:

![Zoom Meeting ID Screen](image)

Now you will enter your meeting id on the dialing – dial pad on the touch panel and then press # to continue. Ignore instructions on TV about using a remote.

7. Tap “Dialing”.

![Touch Panel with Dialing Option](image)
8. Using the dial pad to enter your meeting ID then press “#”.
9. Use the dialing – dial pad to enter your meeting passcode then press “#”.

10. You are now in your Zoom meeting. If you see a small red microphone on the back TV. You may need to unmute your microphone by pressing “1” to bring up the Zoom polycom controls. Then press “2”.

Or go to https://zoom.us/meeting, click “Pairing” and enter code:

K R L C F