UNIVERSITY of WASHINGTON T5 CLASSROOMS QUICK-START GUIDE

CLASSROOMS: T534-T538, T540, T541, T543, T546-T549, T535

IN-MEETING SCREEN GUIDE









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INSTRUCTIONS TO CONNECT TO ZOOM

- 1. OPEN THE ZOOM APP. (DO NOT USE ZOOM VIA AN INTERNET BROWSER).
- 2. CHOOSE TO SIGN IN WITH "SSO"
- 3. AN INTERNET BROWSTER WILL OPEN AND PROMPT YOU TO LOG IN USING YOUR UW NET ID AND PASSWORD.
- 4. ONCE LOGGED IN, A POP-UP WILL APPEAR IN THE BROWSER. SELECT 'OPEN ZOOM MEETINGS,'
- 5. SELECT 'SHARE SCREEN.'
- 6.A POP-UP WINDOW WILL COME UP AND PROMPT YOU TO ENTER A SHARE KEY OR MEETING ID.
- 7. YOU CAN FIND THE SHARE KEY IN THE TOP-RIGHT CORNER OF THE TV SCREEN IN EACH T5-SMALL GROUP ROOM.
- 8. TYPE THE SHARE KEY INTO THE SHARE-SCREEN POP-UP WINDOW.
- 9. PRESS 'SHARE SCREEN'.
- 10. YOU SHOULD NOW BE ABLE TO CHOOSE WHICH OF YOUR COMPUTER WINDOWS YOU WANT TO SHARE. ONCE SELECTED, YOUR SCREEN SHOULD SHOW UP ON THE TV.

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WIRELESS SHARE-SCREEN INSTRUCTIONS

APPLE AIRPLAY

- 1. TAP THE APPLE AIRPLAY OPTION ON THE PRESENTATION TAB. 2. OPEN CONTROL CENTER ON YOUR DEVICE.
 - I.FOR IPHONE X OR LATER: SWIPE DOWN FROM THE UPPER-RIGHT CORNER OF THE SCREEN.
 - II. ON IPHONE 8 OR EARLIER: SWIPE FROM THE BOTTOM EDGE OF THE SCREEN
 - III.ON A MACBOOK, CLICK THE CONTROL CENTER ICON IN THE MENU BAR
- **3. TAP SCREEN MIRRORING**
- 4. SELECT THE ROOM NUMBER YOU WANT TO CONNECT TO FROM THE LIST.
- 5.A 4-DIGIT AIRPLAY PASSCODE WILL APPEAR ON THE DISPLAY MONITOR SCREEN, ENTER THE PASSCODE ON YOUR IOS DEVICE.
- 6. TO STOP MIRRORING YOUR IOS DEVICE, OPEN CONTROL CENTER, TAP SCREEN MIRRORING, THEN TAP STOP SCREEN MIRRORING



1ST TIME:

- 1. TYPE THE IP ADDRESS DISLAYED IN THE IN-ROOM MONITOR'S SHARELINK SPLASH SCREEN INTO A WEB BROWSER.
 - DOWNLOAD AND INSTALL <u>SHARELINK PRO SOFTWARE</u> FOR YOUR OPERATING SYSTEM

EVERY TIME AFTER:

- 1. MAKE SURE YOU ARE CONNECTED TO THE UW WIFI.
- 2. PRESS THE LAPTOP/WIRELESS BUTTON ON THE PRESENTATION TAB.
- 3. OPEN THE SHARELINK APPLICATION ON YOUR SHARING DEVICE.
- 4. WAIT FOR THE 'CHOOSE A RECEIVER' MENU TO POP-UP.
- 5. CLICK 'MANUAL.'
- 6. TYPE IN THE IP ADDRESS AND CODE DISPLAYED ON THE SHARELINK SPLASH SCREEN ON THE MONITOR(S).
- 7. PRESS THE PLAY BUTTON.
- 8. TO STOP SHARING YOUR SCREEN, PRESS THE STOP BUTTON.

