AUDIOVISUAL SERVICES
TECHNOLOGY SOLUTIONS DIRECTORATE
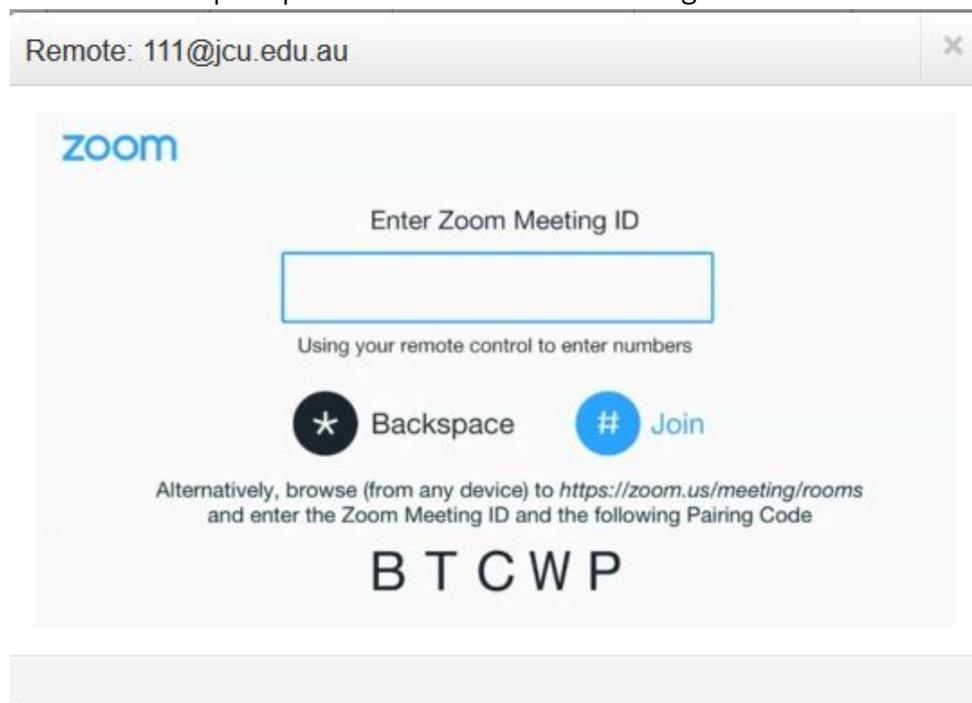ROOM USER GUIDE

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Zoom user guide Tandberg TRC4 remote control

General information

Zoom meetings involving one or more centrally bookable videoconference enabled rooms are usually scheduled by VAVS to connect automatically, provided videoconferencing@jcu.edu.au is invited by the organizer. Hence, the only requirement for the room participants, is to turn on the AV system and setting it in **Videoconference mode** (where applicable).

Join a Zoom meeting manually

1. Using the remote control, enter 111 and press the Call button (green button) - a connection to the Zoom Bridge is established

2. You will be prompted to enter the Zoom Meeting ID

Remote: 111@jcu.edu.au

zoom

Enter Zoom Meeting ID

Using your remote control to enter numbers

✱ Backspace   # Join

Alternatively, browse (from any device) to *https://zoom.us/meeting/rooms* and enter the Zoom Meeting ID and the following Pairing Code

B T C W P

Using the remote control, enter the Zoom Meeting ID followed by the #-key

3. Connected to the Zoom Meeting

Remote: 111@jcu.edu.au ✕

You are the only person in the meeting.
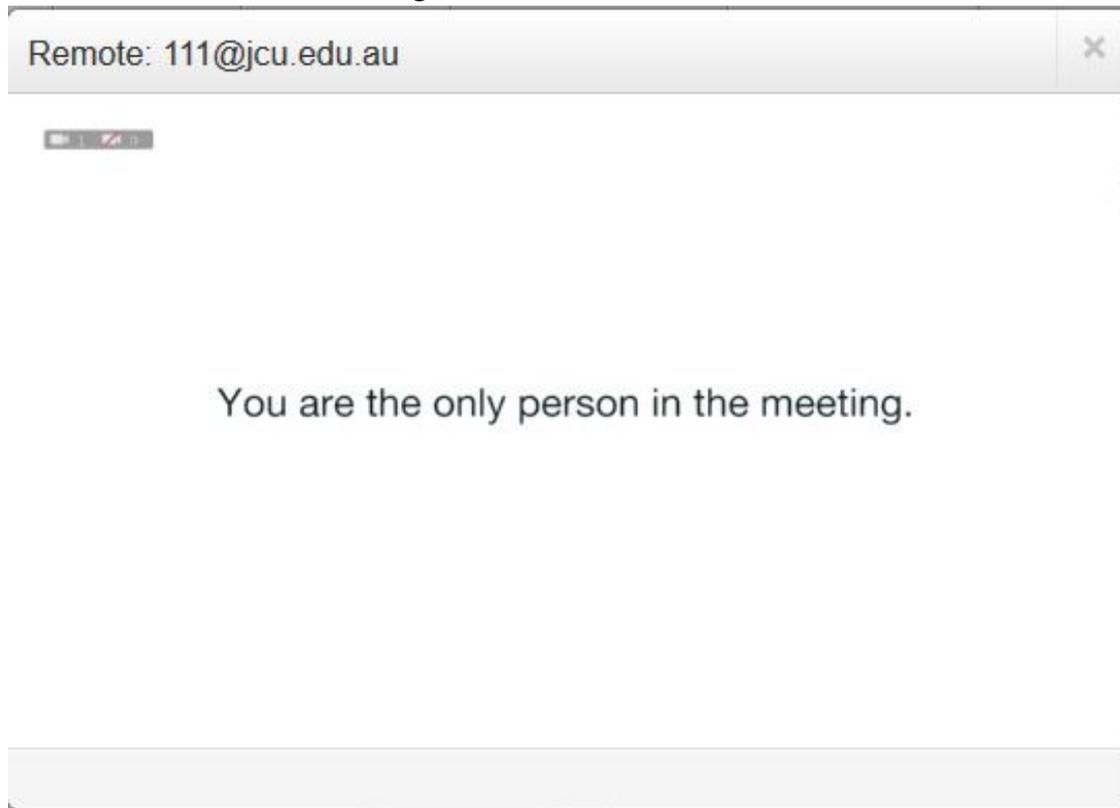
4. If the host has not allowed guests to join before the host, you will be prompted to enter the host key. The host key is associated with the person who scheduled the Zoom Meeting