

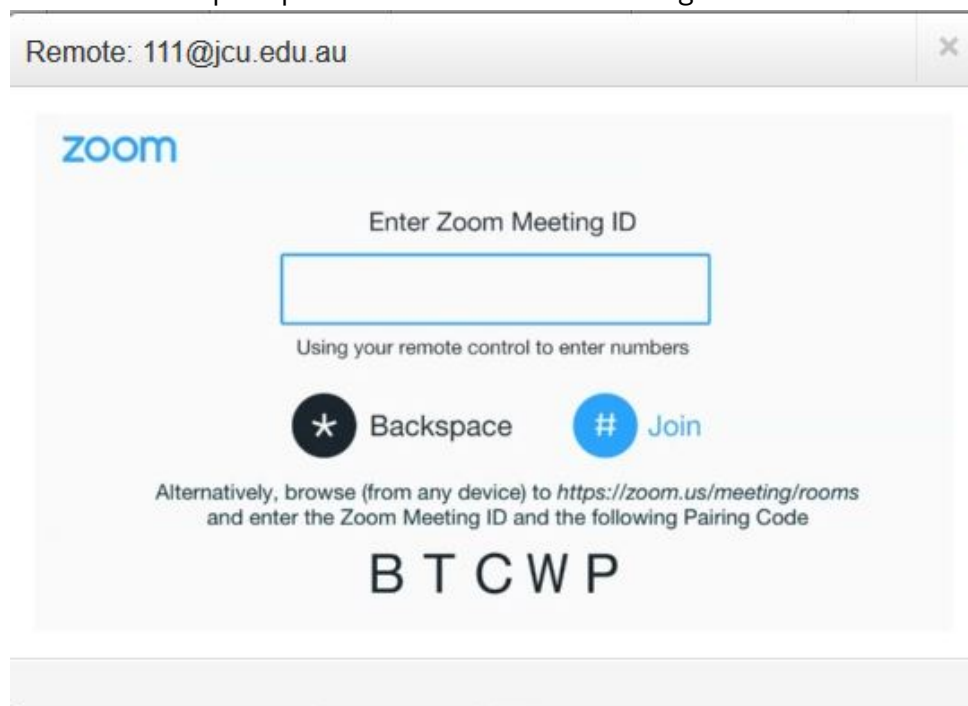
## Zoom user guide Tandberg TRC4 remote control

### 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](mailto: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).

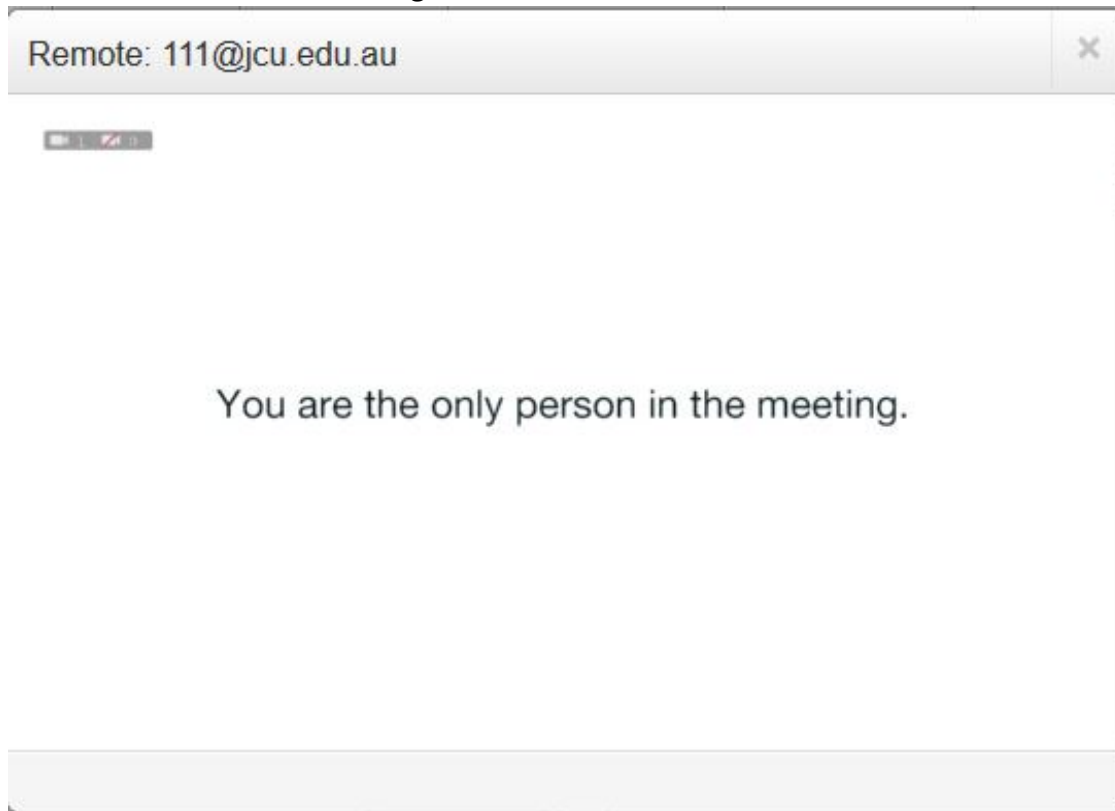
### Join a Zoom meeting manually

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



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

3. Connected to the Zoom 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