Video Conferencing Guide
GIST HALL 215

If you are having difficulties using equipment in this room, call extension 4357

1. Check that the camera is working.

When the camera is on, it should also respond to use of the arrow keys on the camera remote control.
2. To use the video-conferencing equipment in a Zoom meeting, either click on the link to an existing meeting that has already been set up or browse to https://humboldtstate.zoom.us and select HOST A MEETING and choose "With Video On."

3. Make sure the camera is set to "USB Capture HDMI"
4. The speaker should be set to “Built-in Output (Headphones)” and the microphone should be set to “USB Audio CODEC”.

This can be done either from Settings in the Zoom desktop client...

Or from the audio controls from within the meeting itself...
The camera should be set to “USB Capture HDMI”

The speakers should be set to “Built-in Output” and the microphone should be set to “USB Audio CODEC”

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