Zoom Teaching Spaces Troubleshooting

These directions apply to the **desktop computer** in this room. If this room also contains a conference room computer, this is not relevant to that system.

To use this desktop:

• Login to the computer using your netID and password.

Zoom settings on this computer:

1. Log into Zoom using the SSO:

	Sign In with SSO		
	illinois	.zoom.us 🗸	
	l do not know the company domain	Continue	
(Back			
Choose (Dur Audio Settings: DNE of the audio conference options Phone Call	Computer Audio	
(Back Test yo Choose (Our Audio Settings: ONE of the audio conference options Phone Call	Computer Audio	

3. Audio is through Soundbar

× Do you hear a ringtone? Select Speaker Testing 1/6 Headphones (RØDE NT-USB Mini) Headphones (RØDE NT-USB Mini) LEN T24i-20 (Intel(R) Display Audio) LEN T24i-20 (Intel(R) Display Audio) Speakers (Lenovo USB Soundbar) Speakers (Realtek(R) Audio) Same as System (Speakers (Lenovo USB Soundbar))

4. Microphone is through RØDE

	>
Speak and pause, do you hear a replay?	
Select Microphone	
Desktop Microphone (RØDE NT-USB Mini)	~
Desktop Microphone (RØDE NT-USB Mini)	
Microphone (Logitech BRIO)	
Same as System (Desktop Microphone (RØDE NT-USB Mini))	
Yes No, Try Another Microph	one

For more help using Zoom: https://answers.uillinois.edu/illinois/page.php?id=99188

Audio Issues:

If ANY of these are muted or turned very low, then you will NOT hear audio. If you have any sound issues check ALL three of the following:

- Display Speakers/Speaker Bar.
- Desktop volume when you log on dedicated room PC: bottom right corner on the screen.
- Application volume such as video, webinar, Teams, Zoom. Locations vary per application.

To turn on the ring light:

1. Turn on the light with the switch under the ring:



2. Adjust the light intensity:



To complete your session:

When you have completed your session, please log out of the computer session.

If you have any trouble logging into this computer or the software does not work as described above, please file a ticket with Library It: <u>https://go.library.illinois.edu/logaticket</u>.