Zoom:

1) Click on the Zoom icon on the desktop to open the application.



2) Click on 'Sign In'

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3) Click on 'Sign in with SSO'

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4) Enter rutgers as the company domain, and then click 'Continue'

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5) Next you will see the CAS Rutgers login screen. Login using your NetID and NetID password.

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Excel 2016 C	RUTGERS Central Authentication Service (CAS)	
PowerPoint	Please Log In You have requested access to a site that requires Rufgers authentication. This is not a public network and explicit authorization is required. For security reasons, please Log Out and Exit your web browser when you are done accessing services that require authentication!	×
Word 2016	Enter your Rutgers NetID and Password NetID: netid	
This PC	Password:	
Ruigers Web Mail	To protect your privacy, please logout and exit your browser when you are done accessing services that require authentication LOGIN Forgotien <u>NetID</u> or <u>password</u> ? First-time users, <u>activate your NetID</u> .	
Raptor Connect	Links to campus web sites. <u>Camden Newark New Brunswick/Piscataway. Bufgers University</u> For assistance, contact the Help Desks in: <u>Canden Newark or New Brunswick/Piscataway.</u>	
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6) You will need to authenticate your login using DUO.

0	- #2	Cisco Webex Meetings			×
Recycle Bin	Mozilla Firefox	RUTGERS	Central Authentication Service (CAS)		
Excel 2016	Cisco Web Meetings	Multifactor Auth	entication is in progress entication method is [duo-two-factor]. The authentication is requested by [https://idps.rutgers.edu/idp/Authn/ExtCas?conversation=e1s2].		
PowerPoint 2016	Microsoft	RUTGERS	Choose an authentication method	Send Me a Push	
Word 2016	Programs	Need help?	𝑘 Call Me	Call Me	
This PC	Zoom		Passcode Remember me for 30 days	Enter a Passcode	
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7) You may need to redirect your browser back to Zoom by clicking on 'Yes'

- 8) You can now either:
 - a. Start a meeting
 - b. Join a meeting that you have the ID and password for
 - c. Enter a scheduled meeting you have been invited to or created





9) Click on 'Join with Computer Audio'

- 10) When in the meeting, to change the audio settings:
 - a. click on the arrow by the audio icon on the bottom menu.
 - b. To access the microphone in the room, choose 'Use System Setting (Axis Streaming Assistant)' or 'Microphone (Axis Streaming Assistant)'. You also have the option of using the computer microphone (if applicable) by selection 'Microphone Array (Realtek High Definition Microphone)'.
 - c. Speaker selection can vary depending on the classroom. Typically, the in-room computer speakers will be described as 'Use System Settings'. However, you can change the speaker selection to the in-room technology be either selecting 'Extron' or the Display in the room, depending on what is available.
 - 🔁 📼 Zoom Meeting 0 -Recycle Bin Ø Excel 2016 $\mathbf{\rho}$ æ ₽⊒ dicros Edge werPoint 2016 ¥] 2 Word 2016 Program Select a Microphone Microphone (AXIS Streaming Assistant Default Audio Device) nis PC 3 Microphone Array (Realtek High Definition Audio) Same as System Select a Speaker **;**= ExtronScalerD (Intel(R) Display Audio) itgers Web Mail Same as System F Test Speaker & Microphone... Switch to Phone Audio Raptor Connect Leave Computer Audio Ð ***** 1 1 **;** \bigcirc cc Reactions More Part Chat Share Scree ● ● 執 計 ● 電 図 小 県 田 400 2:12 PM 8/28/2020 O Type here to search Ħ. **—** 0
- d. Click on 'Test Speaker & Microphone' to generate a pop that will let test your selections.

11) To change the video settings:

- a. Click on the arrow by the video icon by the bottom.
- b. You can choose the video source as either the classroom camera or webcam included in the classroom computer (if applicable). For the classroom camera, choose 'AXIS P3367'.

