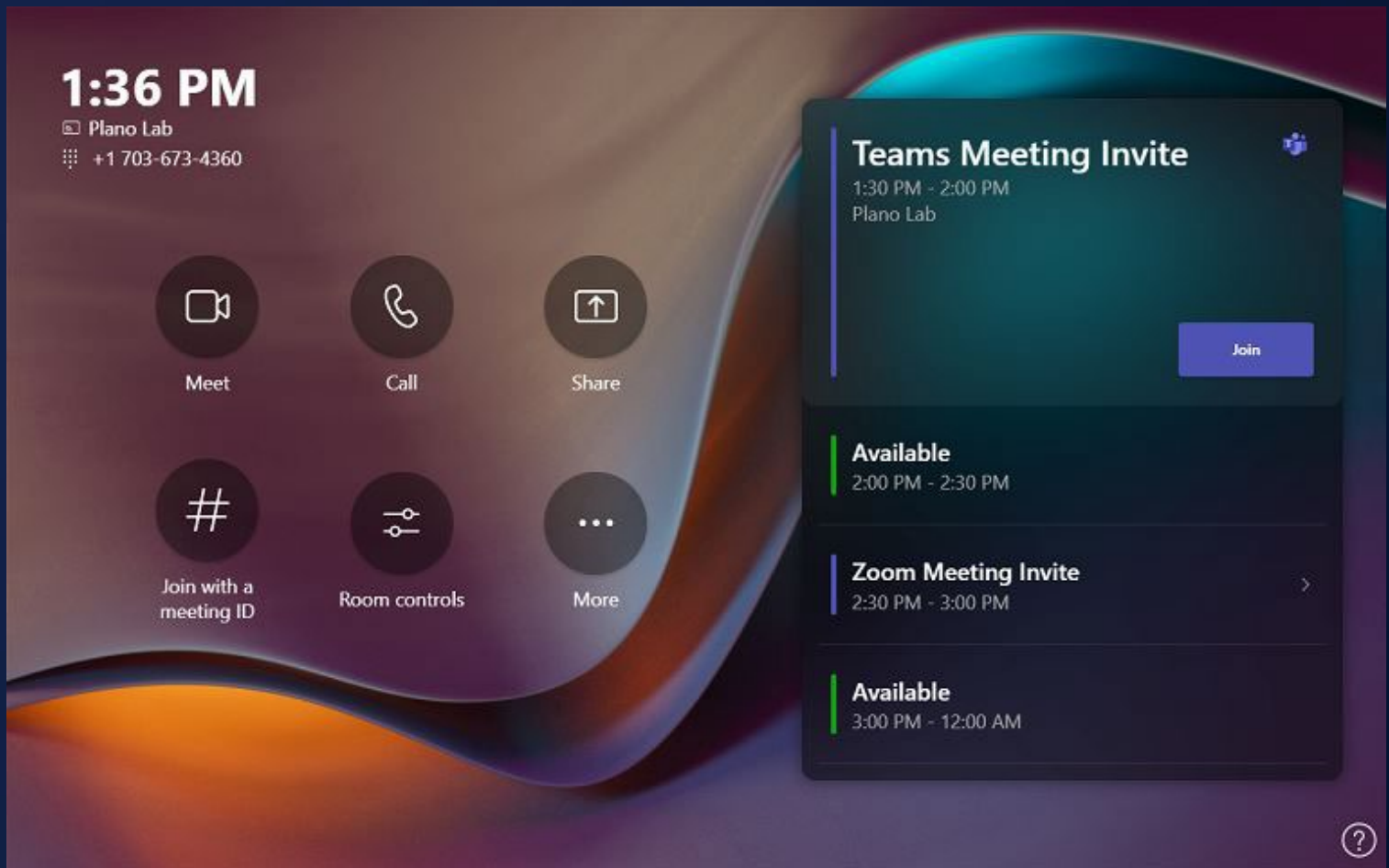




A vibrant new look and feel is here in Microsoft Teams Rooms



Updated buttons on the console to the most used features:

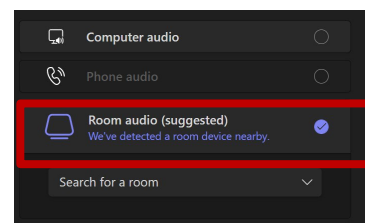
- **Meet:** Start a new meeting from the room
- **Call:** Make a call to a phone number or add a person from directory
- **Share:** Share content when not joined to an online meeting
- **Join via ID:** Join a Zoom meeting using the meeting ID
- **Room Control:** Will display the Support Site
- **More:** Opens the overflow menu – “Report a problem” to the IT admin

Join a Teams Meeting from the Conference Room

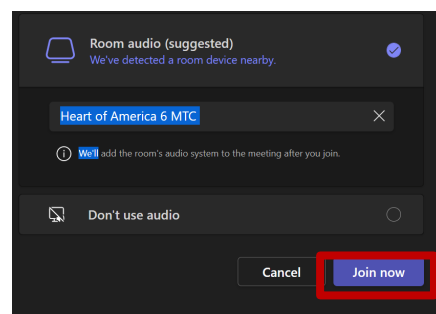
Don't see your meeting on the Teams Touch Console?

Connect with your laptop when near a meeting room.

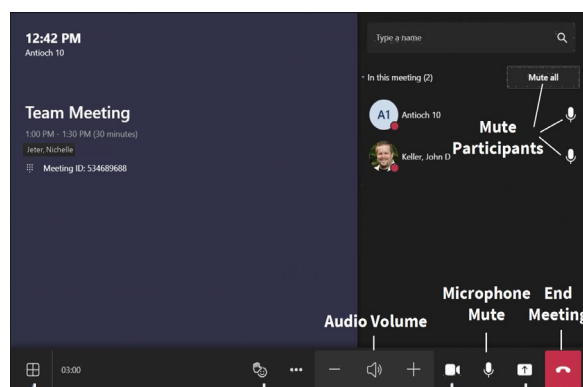
1. Check that your Bluetooth settings are enabled on your laptop.
2. Join the meeting from your **Teams Calendar** on your laptop.
3. Select **Room audio(suggested.)** when choosing your video and audio options.



4. Go to the **Search for a room** drop down.
5. Select or type the name of your meeting room.
6. Click **Join now**. Teams will call the selected room.



7. Click **Accept** on the **Teams Touch Screen Console** inside the conference room.
8. Manage your meeting with these controls.



Meeting video layout

Raise hand/Live reaction

Camera On/Off

Share Conference Room whiteboard

Meeting Tip



Warning! To avoid an echo, in-person attendees, please use the **no audio option** or **manually mute your mic and speakers** once the conference room joins the meeting.