

# LOGITECH TAP QUICK START GUIDE FOR ZOOM ROOM



## JOIN A MEETING

Join a scheduled meeting with a single touch.



## MAKE A CALL

Dial a phone number and make a call, just like that.



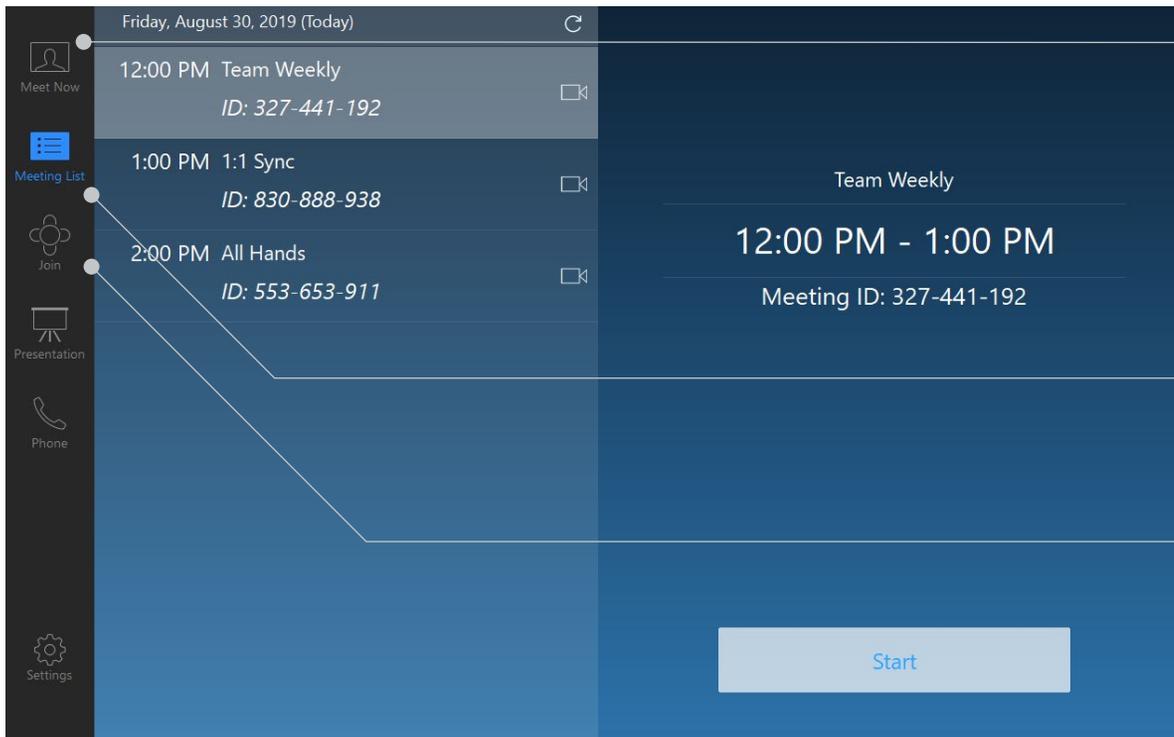
## START A MEETING

Easily start a new meeting and add invitees.

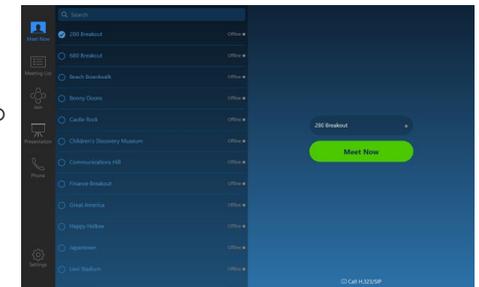


## PRESENT

Share content from the connected console.

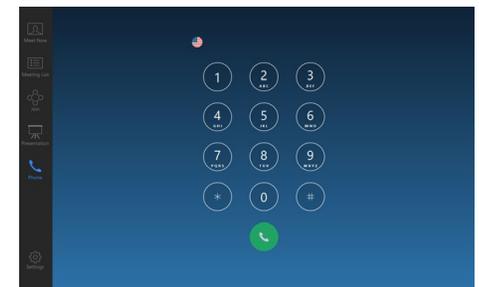


Select **Meet Now** to **start a new meeting**. Select a name or number to invite people. After invitees are added to the list, select **Meet Now**. Your meeting will begin automatically.

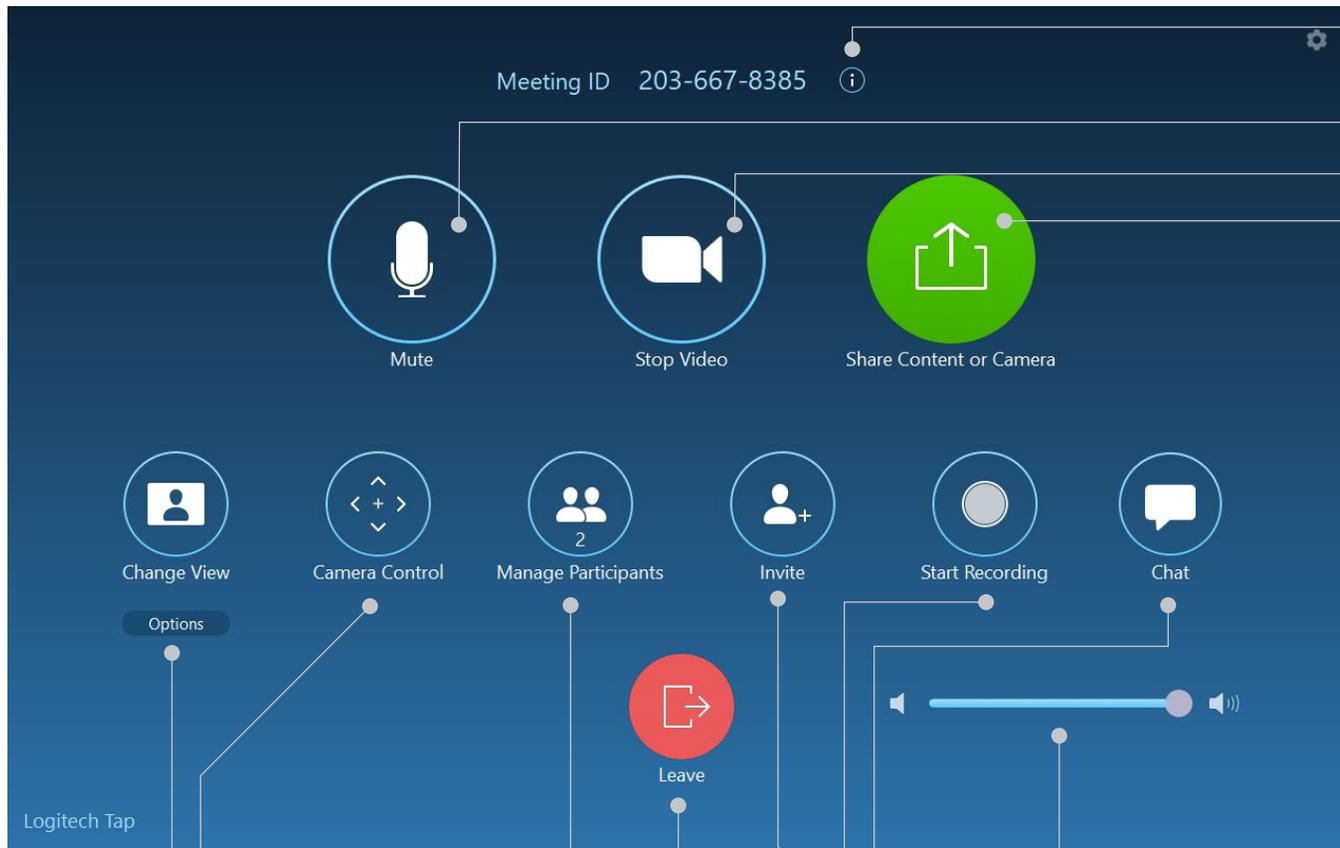


Join a scheduled meeting with the Zoom Room by tapping the calendar entry from the **Meeting List** and selecting **Start**.

Select **Join** to enter a meeting code and **join the meeting** from the Zoom Room. After entering the meeting code, tap the "Join" circle in the keypad.



# MEETING CONTROLS



Provides meeting info (Meeting ID, Participant ID, and Dial in)

**Mute/Unmute** in-room microphone

**Start/Stop** the in-room video

**Share content** from your laptop or mobile device

- Direct Share with Zoom Rooms**  
 Logitech Tap for Zoom Rooms generates an ultrasonic signal that can be detected by the Zoom Desktop Client on a Mac or Windows PC. If your Zoom client detects the signal in a Zoom Room, it automatically connects to the Zoom Room when you click **Share Screen** from your desktop.

- Wireless Screen Share via share.zoom.us** Go to share.zoom.us on a browser and enter the Meeting ID or personal link name and the passcode (if prompted). Select the desktop or application to share, and click **Share Screen**.

- Screen Share Using Airplay Mirroring**  
 If Airplay Mirroring is activated for the Zoom Room, start or join a meeting and tap **Share Content** on the Zoom Rooms controller, then tap **Share iPhone/iPad/Mac**.

- Wired HDMI Screen Share via Capture Device**  
 Share content from a laptop or mobile device to a Logitech Tap Zoom Room by simply plugging in the cable and pressing Share Content.

Control PTZ camera settings and presets or switch to a secondary camera

Select **Change View** to change your video display layout.

**Speaker View** switches between active speakers.

**Gallery View** shows all attendees in a grid

**Leave** or end the meeting

**Manage** and view the meeting participants

**Adjust** in-room speaker volume

Open the meeting **Chat** window

**Record** meeting to the cloud  
**Invite** new participant(s) via contact info, email, phone, or room system

Logitech Tap

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**FOR MORE INFORMATION**  
[logitech.com/zoom](https://logitech.com/zoom)