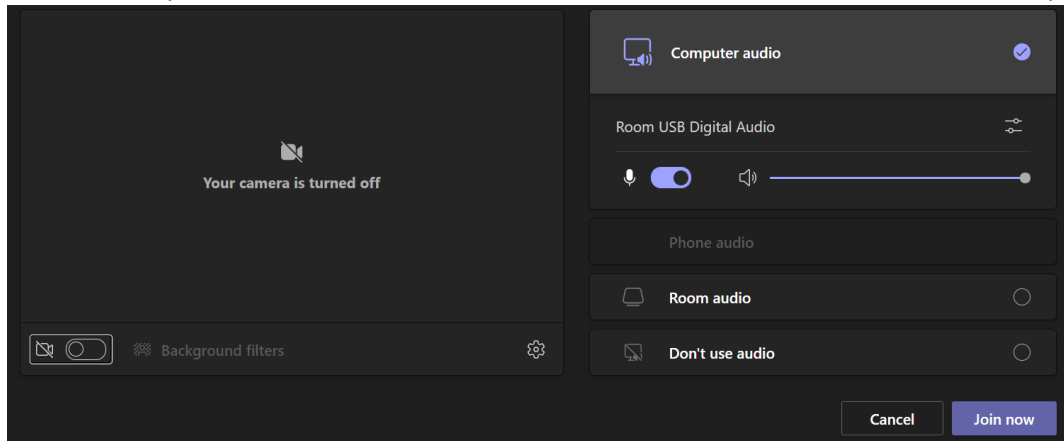


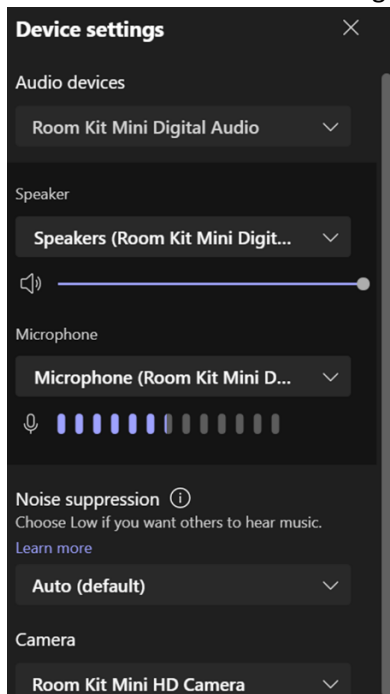
## Cisco Webex Room Kit Mini


### Connecting for a Teams Meeting

1. Plug both the HDMI & USB cables to your laptop. Your screen should mirror on the display.
2. Join your Teams meeting. Make sure your camera is turned on, and your background filters are turned off. If you have connected via HDMI & USB, the room camera should be active by default.



3. Under audio, use “Computer audio” – DO NOT select “Room audio.” You should see under Computer audio that you are connected to “Room Kit Mini Digital Audio.”
4. To double check your connections, you can click on the gear icon; it should say you are connected to Room Kit Mini Digital Audio and Room Kit Mini HD Camera.



5. To share content including PowerPoint presentations, click the share icon  and select the screen or window you'd like to share.

### **Connecting for a Webex Meeting**

1. Connect the HDMI cable to your computer if you are going to be sharing content.
2. Using the Touch10 Tablet on the table, join your Webex meeting. You can either enter the meeting number using the numerical keypad, or switch to the standard keyboard to type in the name of a personal meeting room.
3. To share content, press the Share icon on the Touch10 Tablet, and press the Share in Call button.