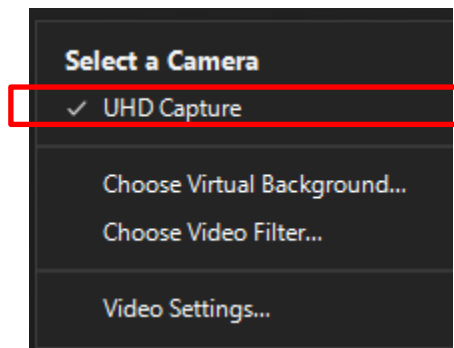
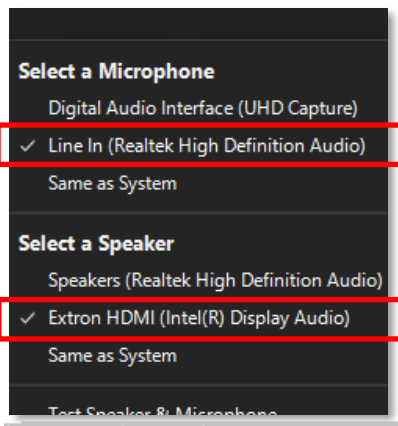


## Recording Zoom Meetings in COB Lecture Halls

1. At the Instructor's Station, turn on the TouchPanel and select PC:



2. On the **Open Zoom Editor**, select **"Extron HDMI"** for Microphone and Speaker sources, and **"UHD Capture"** for Camera source:



5. Test audio and video functionality as needed. Note that only the wireless microphone labeled **"Primary Mic"** is enabled for use in Zoom.

**Note:** Avoid creating a video feedback loop (Zoom window infinitely displaying itself) by minimizing your Zoom window. Zoom will only be visible when "PC" is selected on the touch panel, but you will be able to hear Zoom audio regardless of selected source.

## Recording Lectures to USB Drive

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1. Insert **USB drive into port** labeled “USB” on the recording device, located in rc 11m

