

## Teaching Station Guide

## Power on Devices

Newline: Press power button



Monitor: Press power button

**Kandao:** Press down the top of the device to make camera appear

Please note that the Elmo Projector must be turned on for Kandao to work.

## Once Everything is Turned On

## Speaker and Mic

- Right-click the Zoom app in the task bar then select "Settings"
- When the settings appear, select "Audio" in the menu to the leftMake sure that speaker and mic are set as "Echo Cancelling Microphone"
- Remember to join Audio



