

QUICK REFERENCE ROOM D1012



Settings for camera and microphone for video meeting

- 1. Connect the USB cable (and HDMI or VGA to show picture on the screen)
- 2. Start any video meeting software Skype, Zoom or similar.
- 3. Go to settings in the video software
- 4. Make sure your camera is set to: Logitech rally
- 5. Make sure your speaker and microphone are set to: USB Audio Device

Examples below are from the Zoom video meeting software

Settings	×	Settings	Aug. 1000	14 10 Mar	
General	Test Computer Audio	∩ Audio	Video		
∩ Audio		III Video	mi Midaa	Lesitest Webser (020-	
Video	Click Test Speaker to make sure you can hear others	o [©] General	W VIGEO	Logitech webcam Caste	
Recording Location	Test Speaker Speakers (Realtek High Definition Audio(SST))	🗭 Feedback			
	Value	▶ Recording			
Advanced Features	volume	Pro Account			
		M Statistics			
Feedback	Test Mic Microphone Array (Realtek High Definition At 🐣				
	Volume				
	 Automatically adjust microphone 				
			 Enable mirror 	effect for my video	
	 Automatically join audio by computer when joining a meeting 		 Always show r 	name on video window	
	Always mute microphone when joining meeting		 Always turn of 	f video when joining meeting	
			Hide Non-Vide	eo Participants	
			 Capture 720p I 	by default	
			If you do not see a	ny video, please try these steps:	
			Make sure that you Check the video su Ensure that your w Connect your web Restart your comp	ur webcam is plugged in and turned on election above to use the correct webca vebcam is not being used by another ap icam to a different USB port. juter.	im. iplication.
			If the issue still persi	ists, please visit our Support Center.	



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QUICK REFERENCE - POINTER

- 1. When connecting the USB cable, the computer will prompt you to download Logitech Spotlight software. The pointer requires the software to work.
- 2. If the computer requests admin credentials to install, please cancel and download from KI Software Center instead.
- 3. Open the Logitech Spotlight software and use the pointer, see functions below.



To charge the pointer battery use the USB cable in the grey soft case on the podium.

One minute of charging gives you approximately three hours of presentation.