

Nakano Media Support

(call) 8072

HyFlex Zoom

Class Manual

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1. Connect to the Internet



Welcome to the MIND Connection Service. モバイル情報コンセント接続サービス

認証画面では、

[Username]には、共通認証アカウント もしくは MINDモバイルアカウントのID

[Password]には、共通認証アカウント もしくは MINDモバイルアカウントのパスワード
を入力してください。

Username

Password

Login

Use your authentication ID and Password to login
(Same as Oh-o!Meiji)

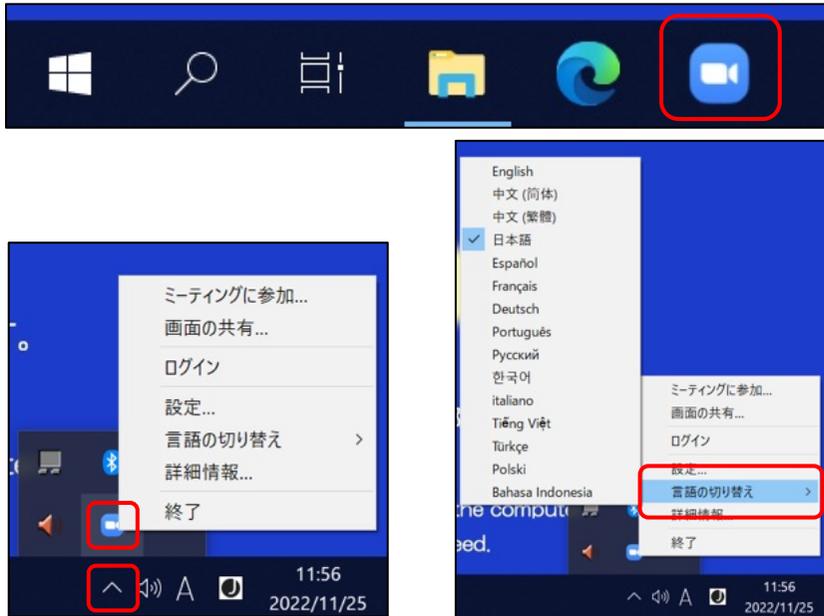
2. Microphone and Camera Settings



Turn on the microphone

Green light = ON

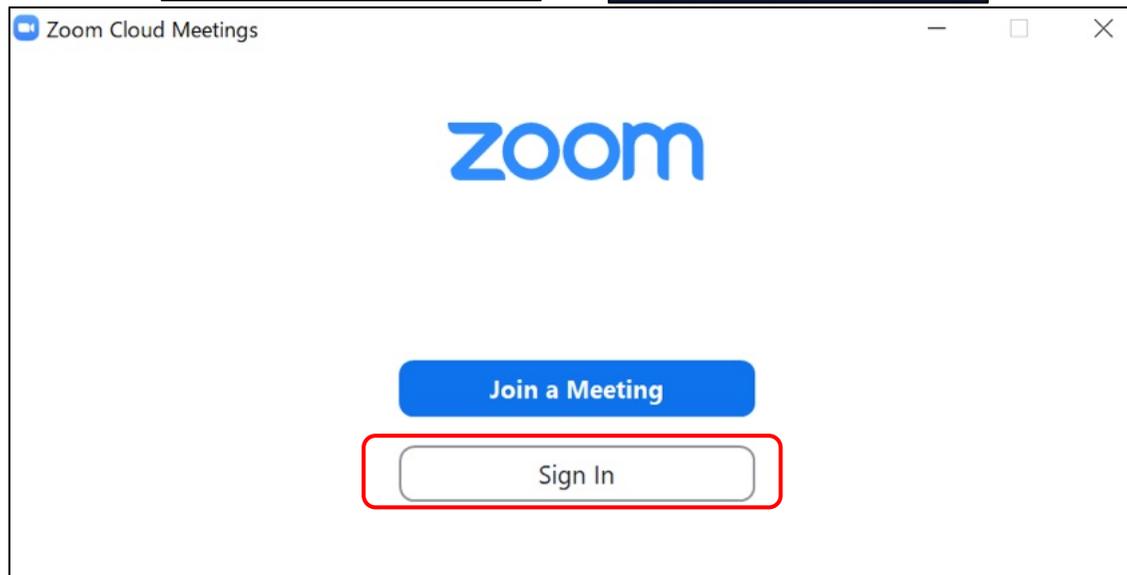
3. Start a Zoom Meeting



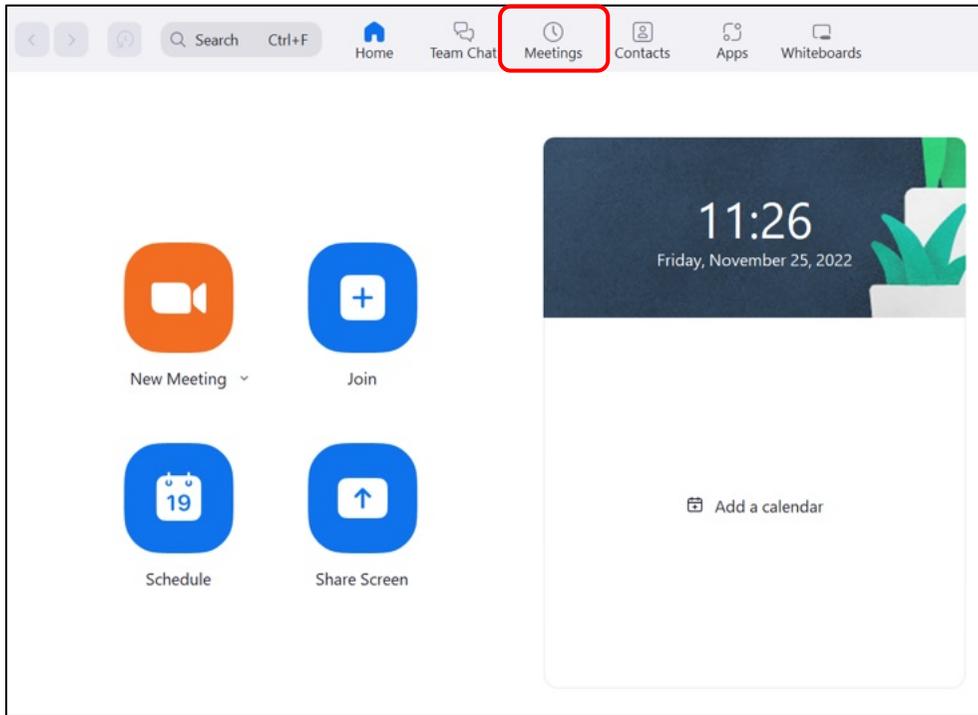
Launch Zoom from the task bar

Click the ^ icon in the bottom right corner
And right click Zoom icon

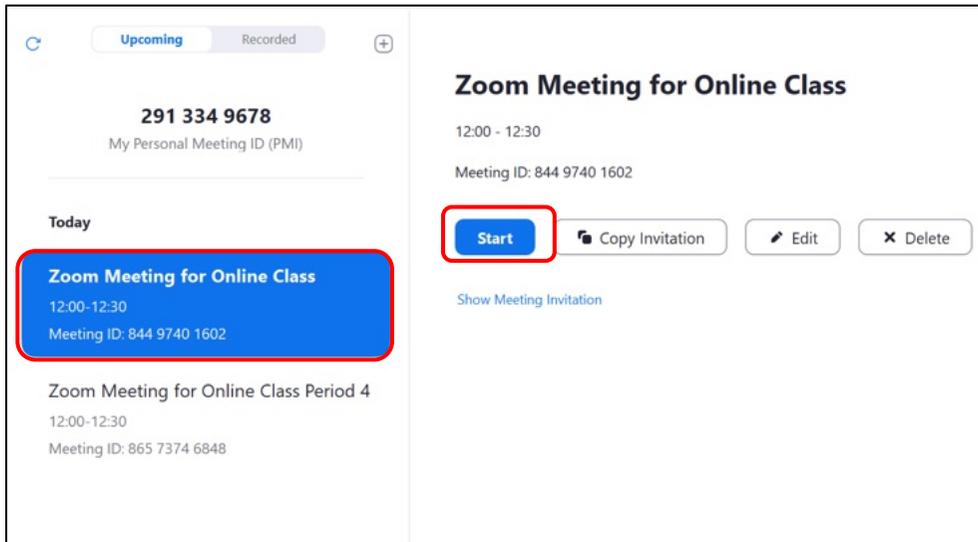
Place the cursor over 言語の切り替え and
choose your preferred language



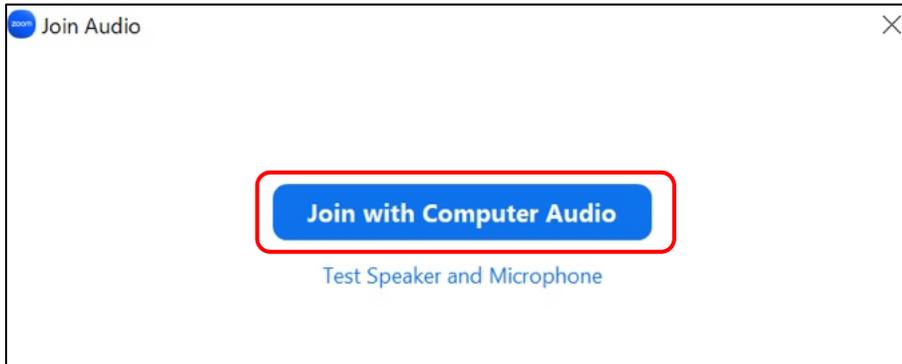
Sign in to Zoom with the **host** account



Select **Meetings** tab



Find the class
Click **Start**



Click **Join with Computer Audio**

4. Use Camera/Mic/Speaker on Zoom



Audio Settings:

Click the ^ on mic icon (bottom left corner of the window)

For Mic Select

マイク(USB PnP Audio Device)

For Speaker Select

GSV1x2 DEMO (HD Audio Driver for Display Audio)



Camera Settings:

Click the ^ on camera icon (bottom left corner of the window)

Select

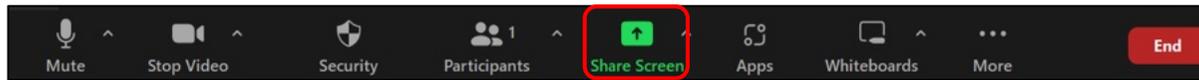
C922 Pro Stream Webcam



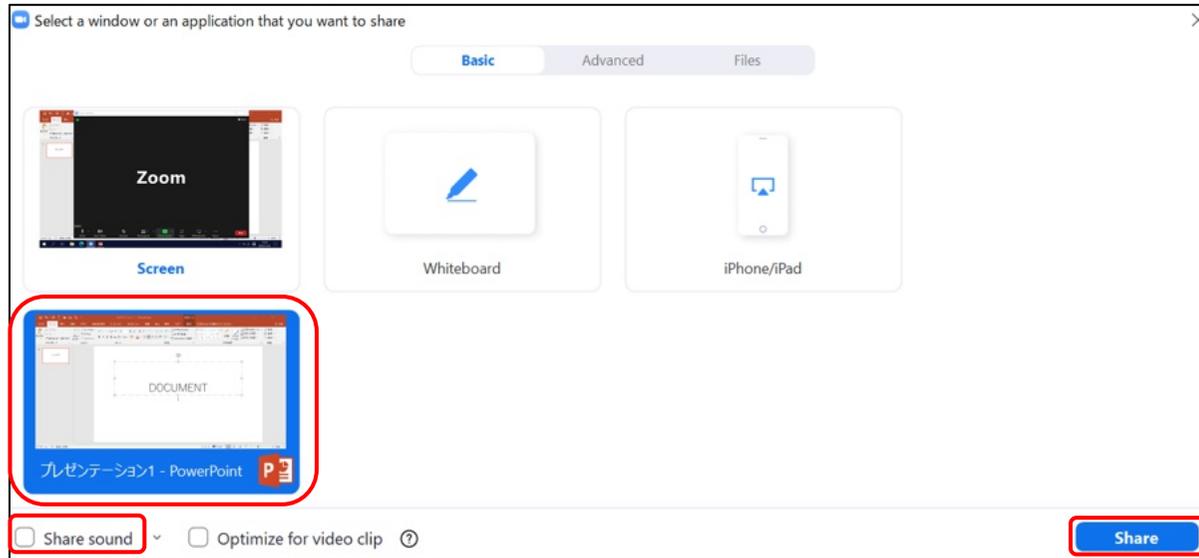
Turn on the **Projector** and press **PC**

(Press HDMI if using a private laptop)

5. Screen Sharing

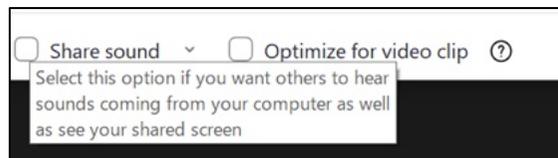


Click **Share Screen**



Choose the document to share
Check on **Share sound** if needed

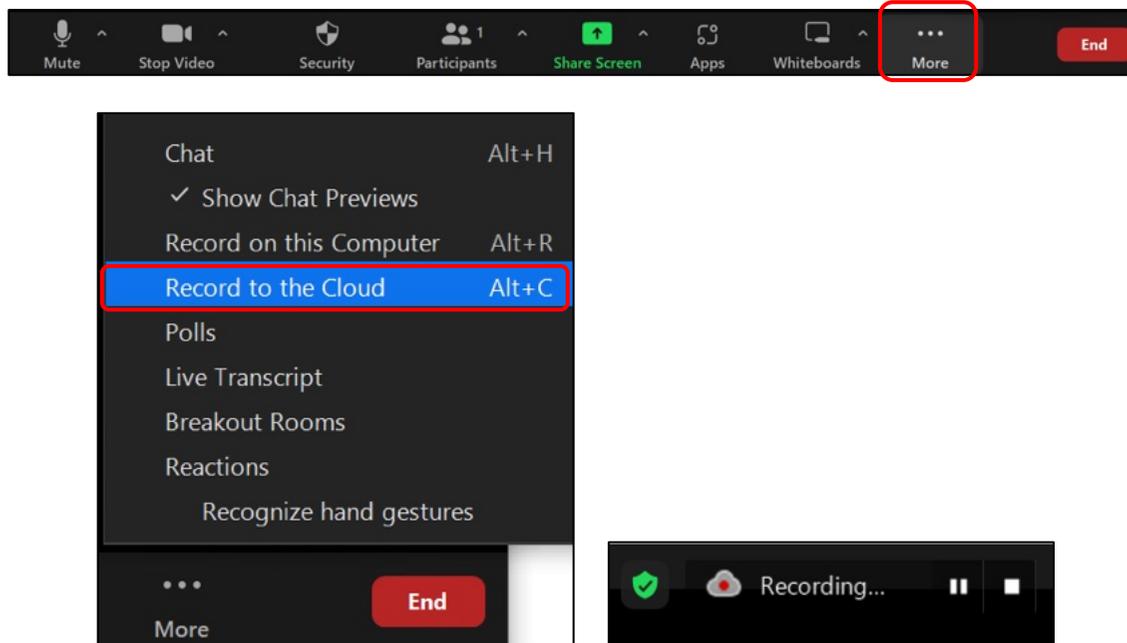
Click **Share**



The audio will not be shared if the box is not checked

6. Record the Meeting and Download Recorded Videos

● Record



Click **More**

Choose **Record to the Cloud**

Check for the indicator of Recording...

The recording will end once you end the meeting, and it will automatically upload the video to the cloud.

You can turn off the computer after you end the meeting.

You will receive an email from Zoom when the upload is complete

]

● Download

The image shows two overlapping screenshots from the Zoom interface. The left screenshot is a notification email with a blue header containing the Zoom logo. The text reads: "Hi. Your cloud recording is now available. Cloud recordings will be deleted automatically after they have been stored for 30 days. Topic: zoom 16's Personal Meeting Room Date: Nov 25, 2022 01:57 PM Osaka, Sapporo, Tokyo". Below this, there are two buttons: "View Detail" (highlighted with a red box) and "Share". At the bottom, a passcode "ea\$5zEUR" is displayed. The right screenshot is a "Sign In" form with fields for "Email Address" and "Password", a "Sign In" button, and a "Stay signed in" checkbox.

Check your email from Zoom

Click **View Detail**

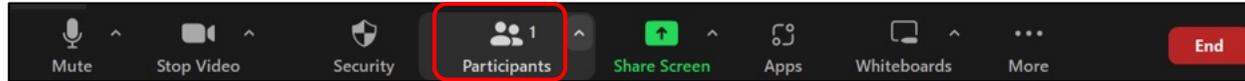
Sign In to Zoom

The image shows a screenshot of the "Zoom Cloud Recording" details page. At the top, it says "Zoom Cloud Recording" with a share button. Below that, it provides the recording date and time: "Nov 25, 2022 01:57 PM Osaka, Sapporo, Tokyo ID: 835 343 8072". A note states: "This recording will be deleted automatically in 30 days." It also shows "0 total views • 0 total downloads" and a link to "Recording Analytics". A video player thumbnail for "Recording 1" is shown with a duration of "01:12". Below the player, there are three buttons: "Download" (highlighted with a red box), "Copy shareable link", and "Delete". Underneath, it says "The recording includes the files listed below:" and lists two files: "Shared screen with speaker view" (1 MB) and "Audio only" (1 MB).

Click **Download**

7. FAQ

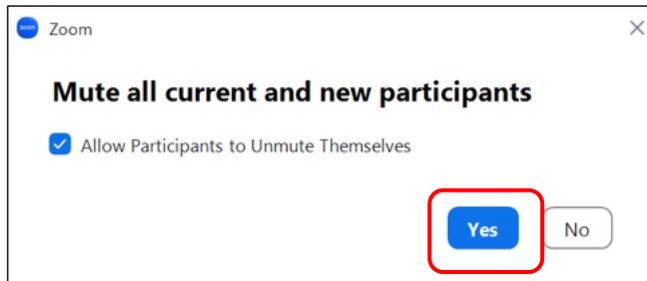
● Audio Feedback



Click **Participants**

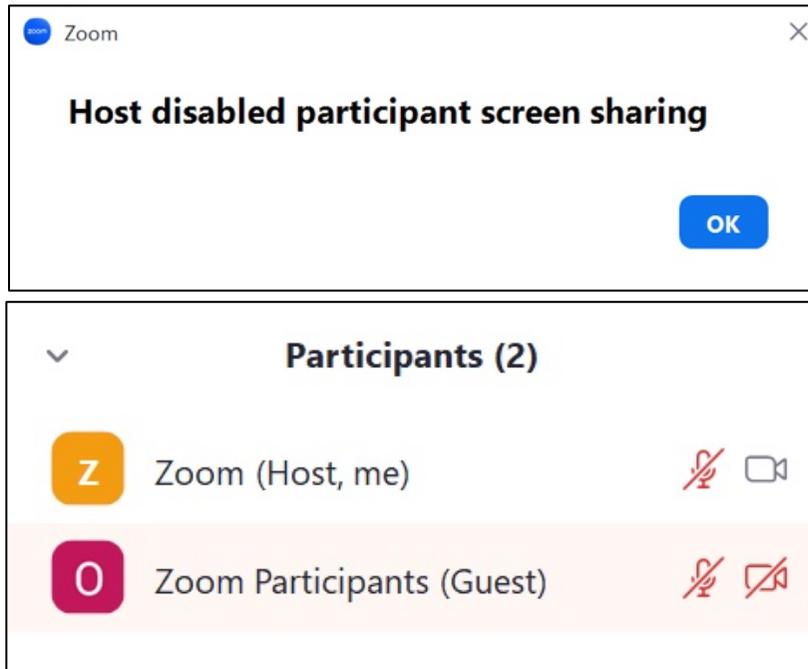


Click **Mute All**



Click **Yes**

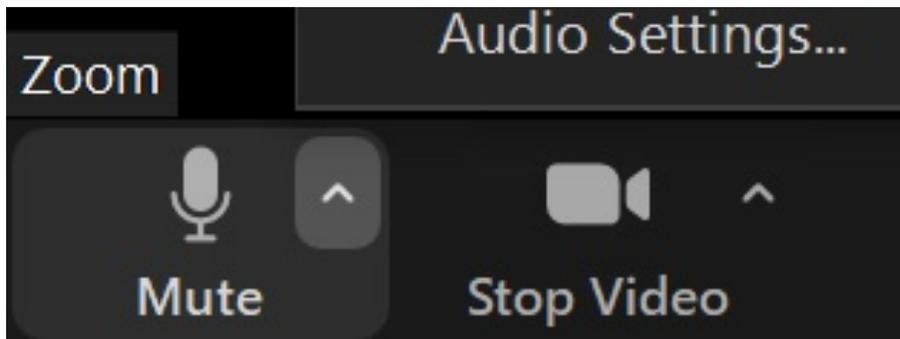
- **Unable to Share the Screen**



Check if you are using your host account

It will show who is the host in the Participants tab

- **No Audio from the Speaker/Participants can't hear a sound**



Make sure that USB cable is connected

Review your audio settings (Page 6)

Check the console if you pressed right input source

Review your screen sharing settings (Page 8)