Every classroom on campus has a podium and projection system to present and connect devices. Zoom is a web conferencing technology allowing users to connect, present and share a device or computer screen. When using Zoom in the classroom, students can wirelessly connect to a classroom podium to present in a class from where they are seated. Additionally, students can switch between each other quickly during class to share and present classroom activities. This guide steps through the connection process.

**Login to the classroom podium**

**Starting the Classroom Technology:**

1. Make sure the PC in the Rack is on (a blue indicator light will be on).

![Image of SJU Classroom Technology Guide to Display the PODIUM PC]
Select "PC" in the podium panel to connect the computer system to the projector

The podium is connected to the classroom projection system for presenting.

Make sure "PC" is selected for presenting.
How to connect Zoom to the Podium in a Classroom

Login to sju.zoom.us

Every student and faculty member has a Pro Zoom account. The faculty hosting the session will select "Host a Meeting" and login with their SJU credentials.
How to connect Zoom to the Podium in a Classroom

Navigate to the Zoom session to be shared with participants.

If a meeting was created previously, select the title of the Zoom session.

If a meeting has not been created, select "Schedule a New Meeting".

![Schedule a New Meeting](image-url)
How to connect Zoom to the Podium in a Classroom

Provide the Zoom session link to participants

Share the Zoom session link with the class.

![Zoom session link](https://sju.zoom.us/j/891381786)
Launch the Zoom session. The Zoom session will now display on the presentation system

Select the link to launch the Zoom session
How to connect Zoom to the Podium in a Classroom

Participants will join the Zoom session.

Each participant will appear in the session displayed on the presentation system.

Select "Manage Participants" to view the participants screen.

Select "Screen Share" to select a presentation or share an application on the computer.
How to connect Zoom to the Podium in a Classroom
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Ready for presenting

The Zoom session is now ready for presenting in a live classroom.

Student Presentation Steps

This section will explain how users connect, present and switch between students in a live classroom.
Students - Presenting and Screensharing

Students connected to the Zoom session can wirelessly share their computer screen anywhere in the classroom.

To switch between users, the current presenter must release the session to allow the next presenter to connect.

1. Select "Stop Share" from the control panel.

2. The next user will then select "Share Screen" and select which application to share with the classroom.

The students shared screen is then wirelessly connected to the projection system allowing a student to present to a classroom from where they are seated.

Switch wirelessly between devices

Once the student completes the presentation, the next student can take over the session and share their screen for the next presentation.
Once the facilitator completes the Zoom session, select "End Meeting" to end the meeting for all participants.