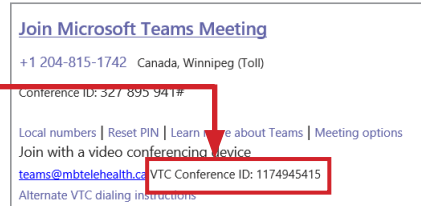


Follow these instructions to connect to a Microsoft Teams meeting using your MBT Videoconference equipment

1 Find the **VTC Conference ID** on the Teams meeting invite.



2 Using the keypad on the remote, enter the **VTC Conference ID**, followed by the **#** key to connect.

Use the Cancel button to delete an incorrect entry.



TRC4

Use the back button to delete an incorrect entry.



TRC6

3 Press the red **End call** button at the end of every call.



- If you connect before the other site, you will remain on the **Welcome** screen until they connect; once they do you'll be launched directly into the meeting.
- If you see the message “**the other participants are audio only**”, remind them to turn on their camera so you can see them.