



Step-by-step guide

to setting up IPEVO document cameras with Zoom

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Tip:

Some 3rd party software may default to a mirror image on your end while showing the correct orientation on the other end when you're using a document camera with it. This is a default setting of the 3rd party software. To get the image showing up in the correct orientation on your end, either use the native Mirror feature of the software or stream your live feed through the IPEVO Visualizer software and then share it via the screen sharing feature of the 3rd party software.

Setting up IPEVO document cameras with Zoom for video meeting

✓ List of materials needed

Before you start, make sure you have the following on hand:

- An IPEVO document camera
- A computer
- Zoom

✓ Step-by-step guide

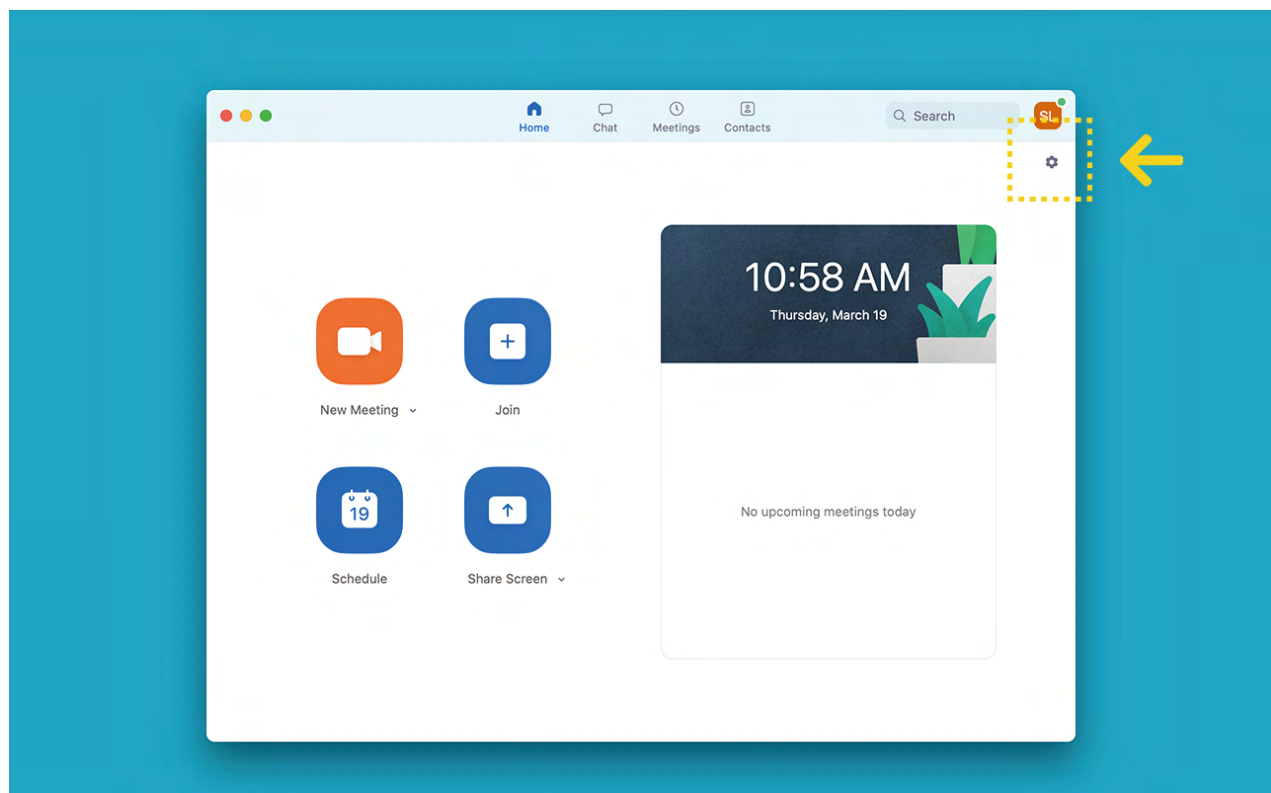
Here are the steps to setting up your IPEVO document camera with Zoom.

1. Plug in an IPEVO document camera to your computer via USB. Remember to turn it on if you're using a VZ-R or VZ-X.

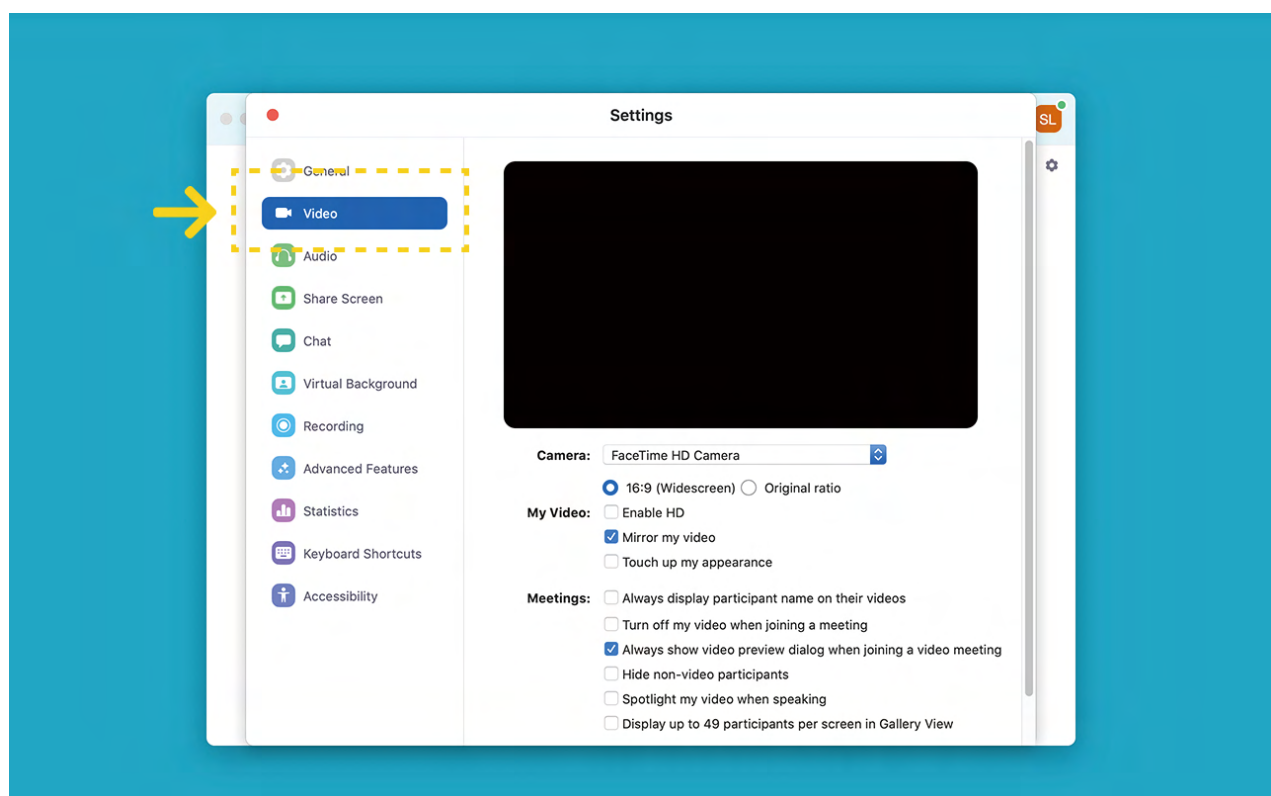


2. Log in to Zoom client on your desktop or laptop. If you do not have a Zoom account, please sign up for one. You can follow the steps outlined in the [Zoom 101 Sign Up & Download Meeting Client](#) video to sign up for a Zoom account.

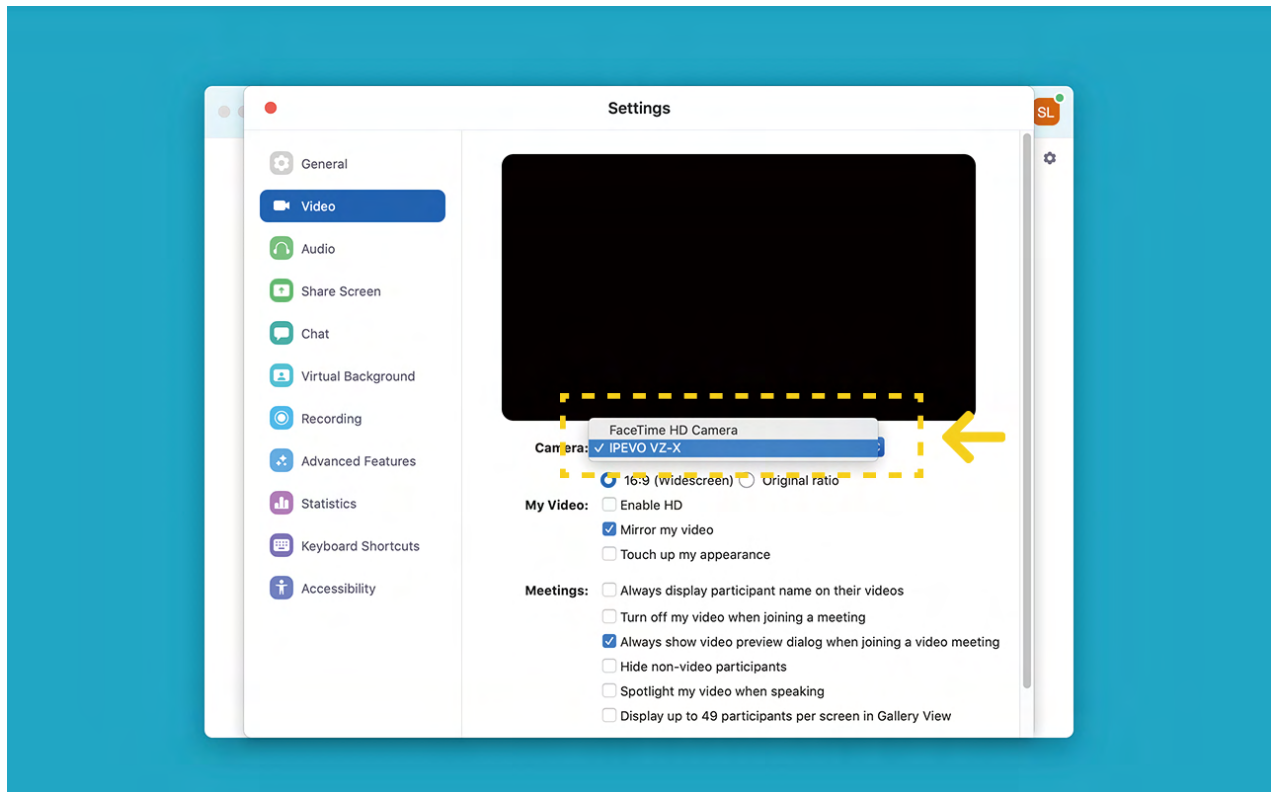
3. Click **Settings** located at the top right under your profile picture.



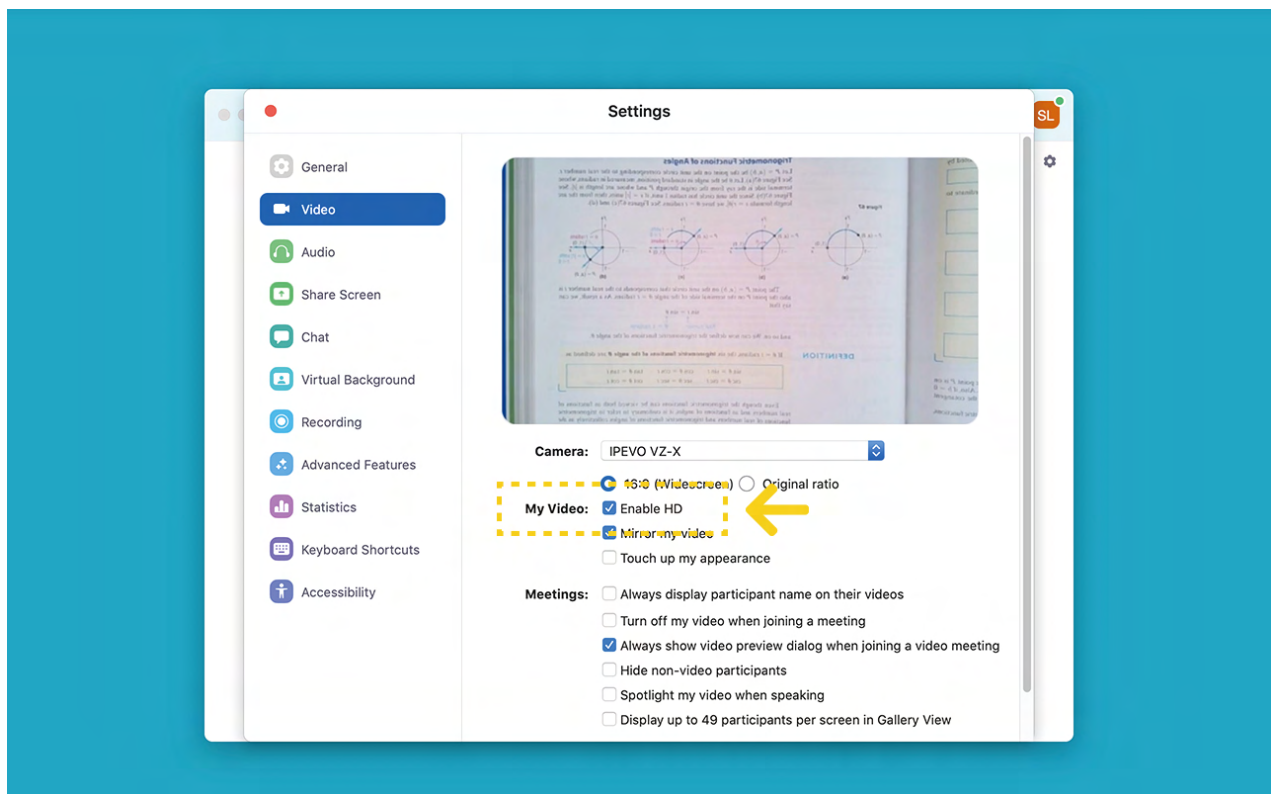
4. Click the **Video** tab.



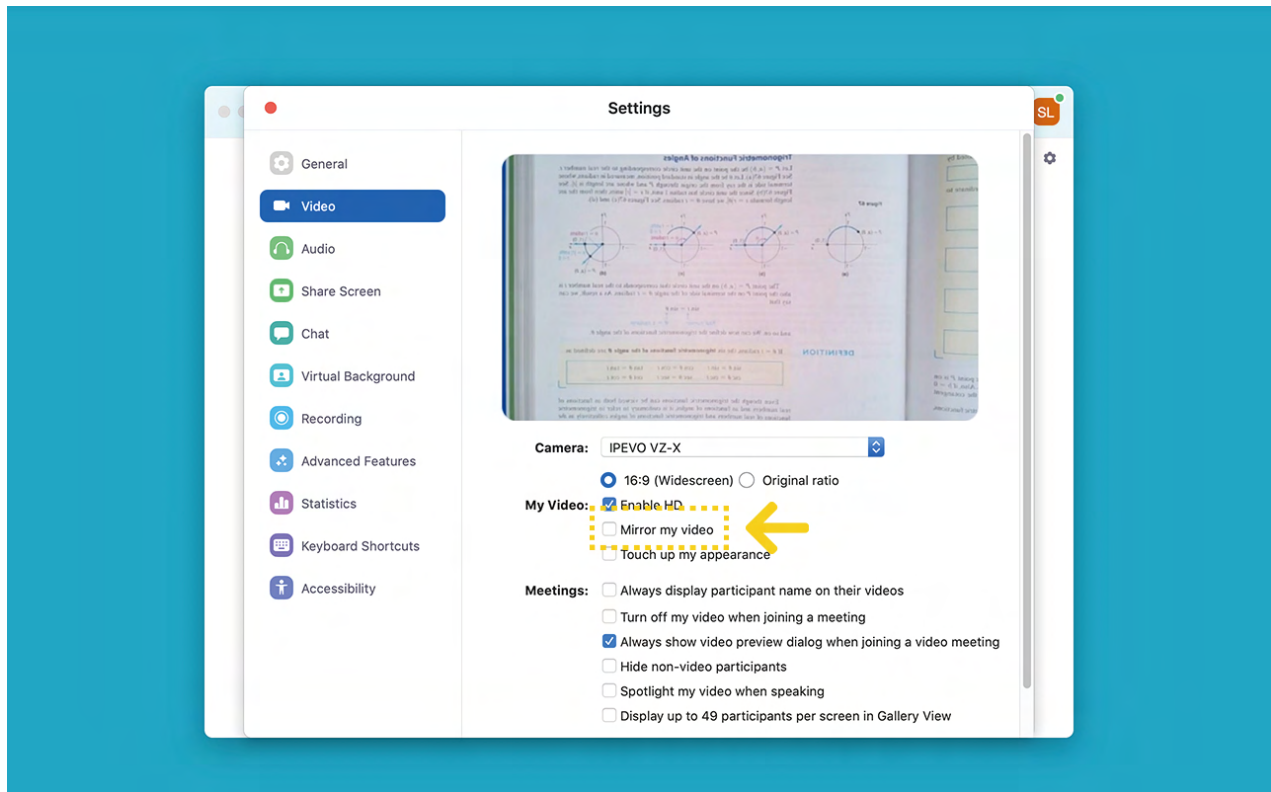
5. Select your document camera as the camera source in **Camera**.



6. Check **Enable HD** in **My Video**. This enables you to use HD video for your meetings.

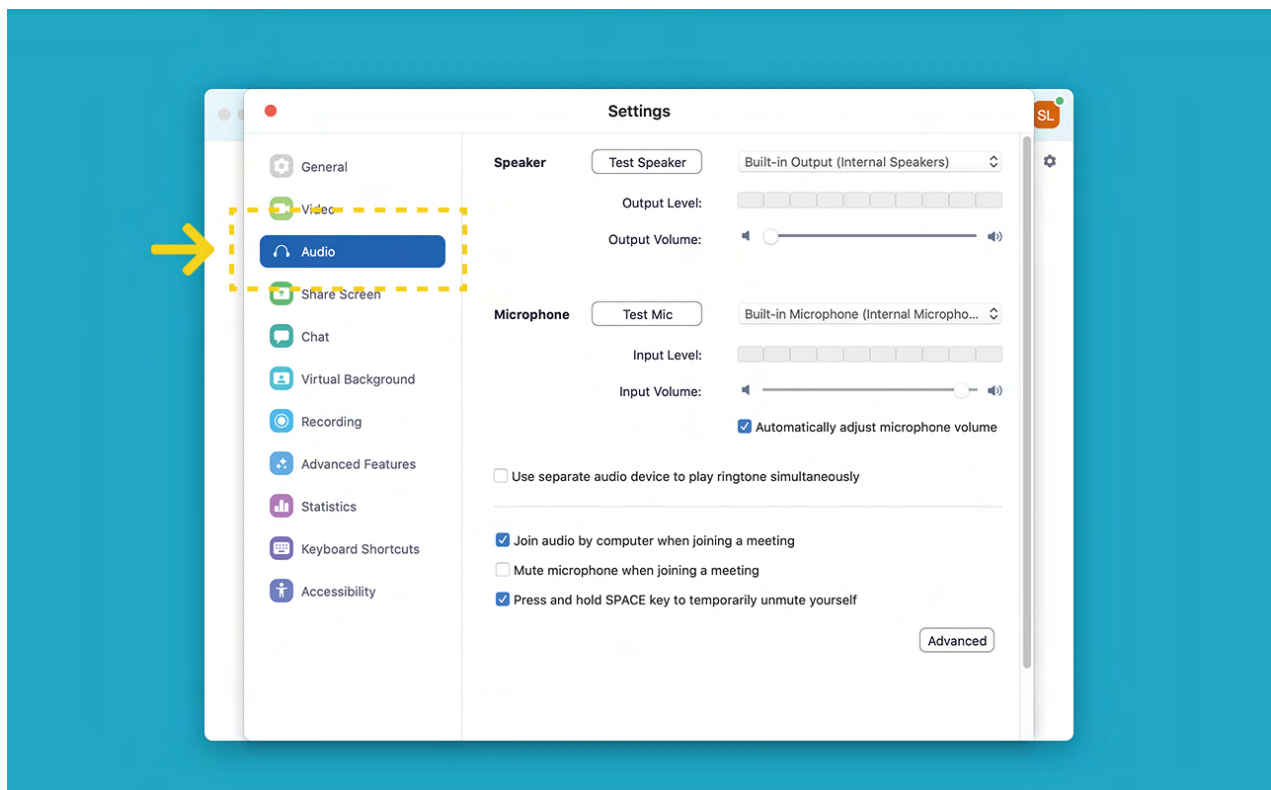


7. If you're seeing a mirrored image in preview, uncheck **Mirror my video** in **My Video**.

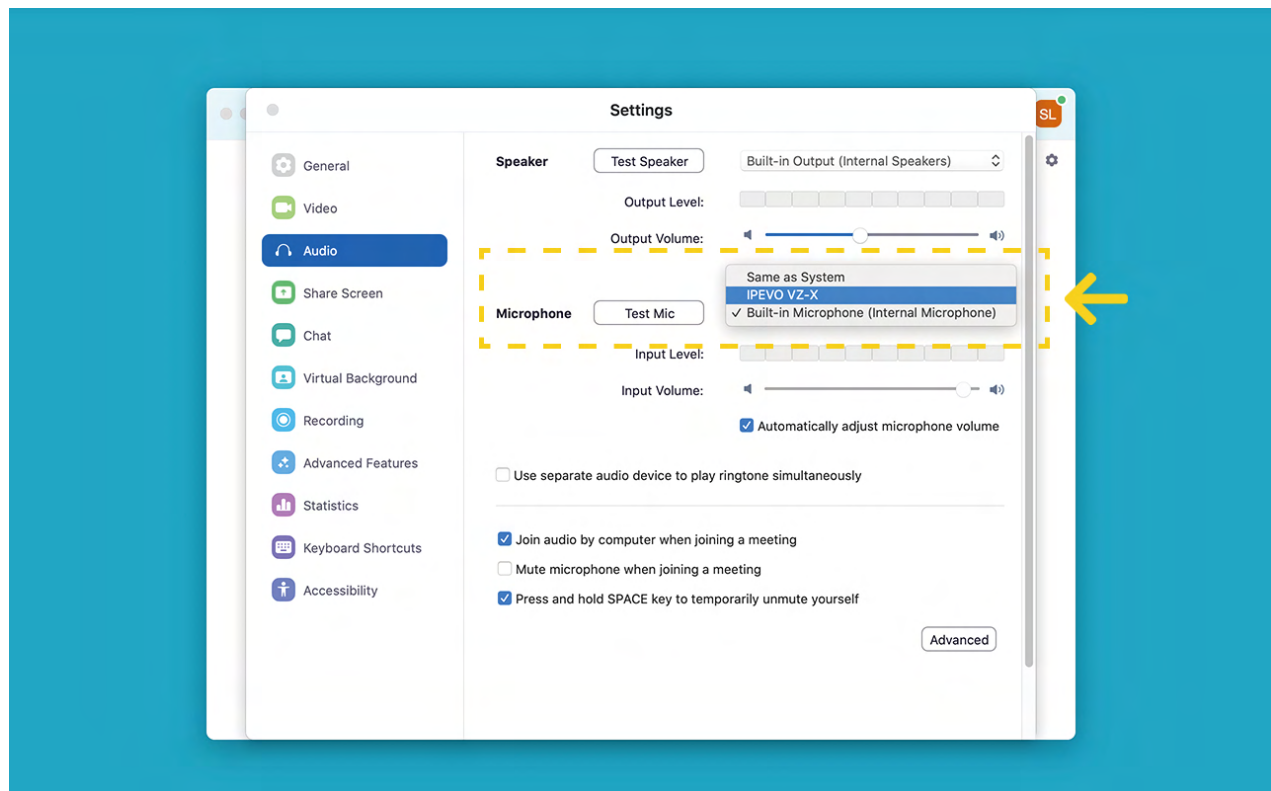


8. If you need to rotate the image, simply rotate the camera head of your document camera. Or, for VZ-R and VZ-X, you can also press the Rotate button on them.

9. If your document camera comes with a built-in microphone, you can use that as the audio source for your video meetings. To do so, click the **Audio** tab.



10. Next, select your document camera as the audio source in **Microphone**.



And you're all ready to host or join a meeting!

Setting up screen sharing with IPEVO document cameras in Zoom

✓ List of materials needed

Before you start, make sure you have the following on hand:

- An IPEVO document camera
- A computer
- Zoom
- IPEVO Visualizer software

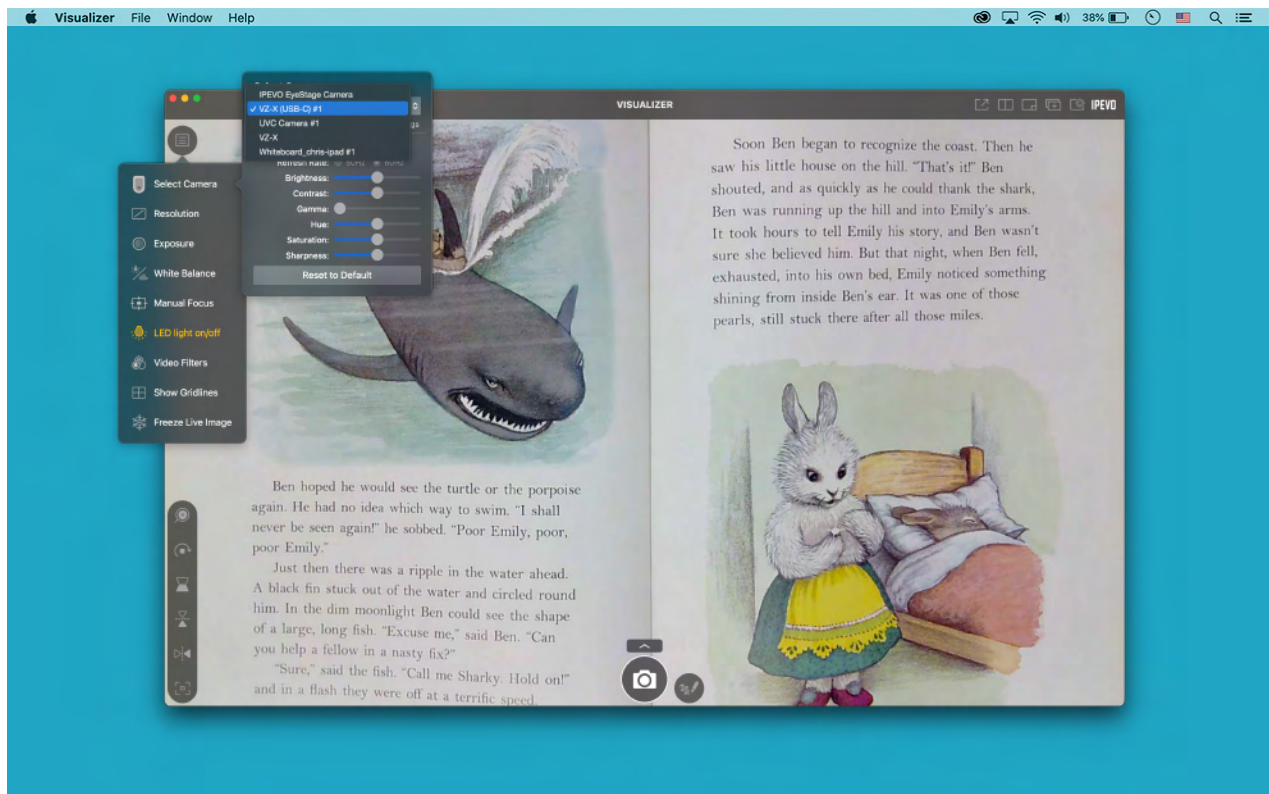
✓ Step-by-step guide

Here are the steps to setting up your IPEVO document camera for screen sharing in Zoom.

1. Plug in an IPEVO document camera to your computer via USB. Remember to turn it on if you're using a VZ-R or VZ-X.



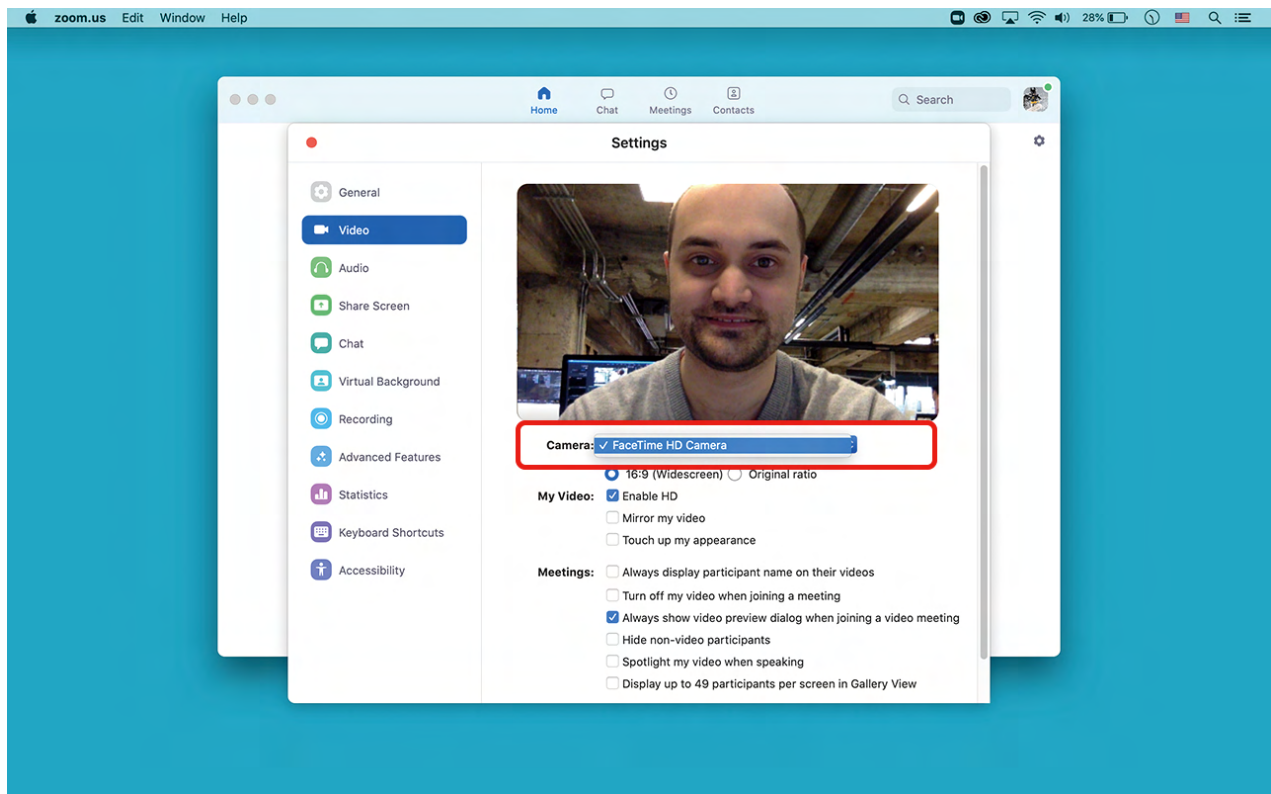
2. Download **IPEVO Visualizer** software onto your computer. You can download it [here](#). Then, launch it on your computer. Next, select your document camera as the camera source in it.



3. Place your material under the document camera and check its live image in Visualizer. Adjust the multi-jointed stand and camera head of the document camera to get a view that best suits your needs.

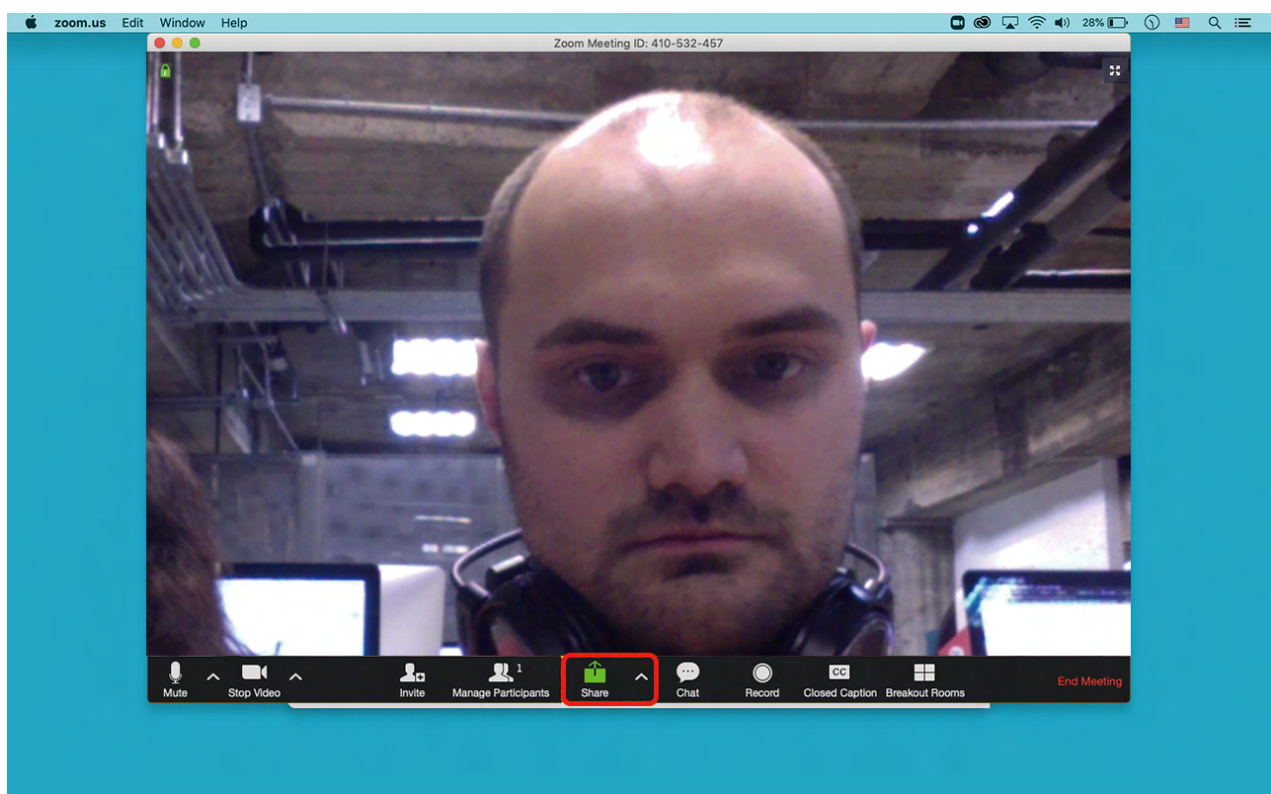


4. When you're ready, launch Zoom on your computer to start or join a meeting. If you don't have a Zoom account, please follow the steps outlined in the [Zoom 101 Sign Up & Download Meeting Client](#) video to sign up for one.

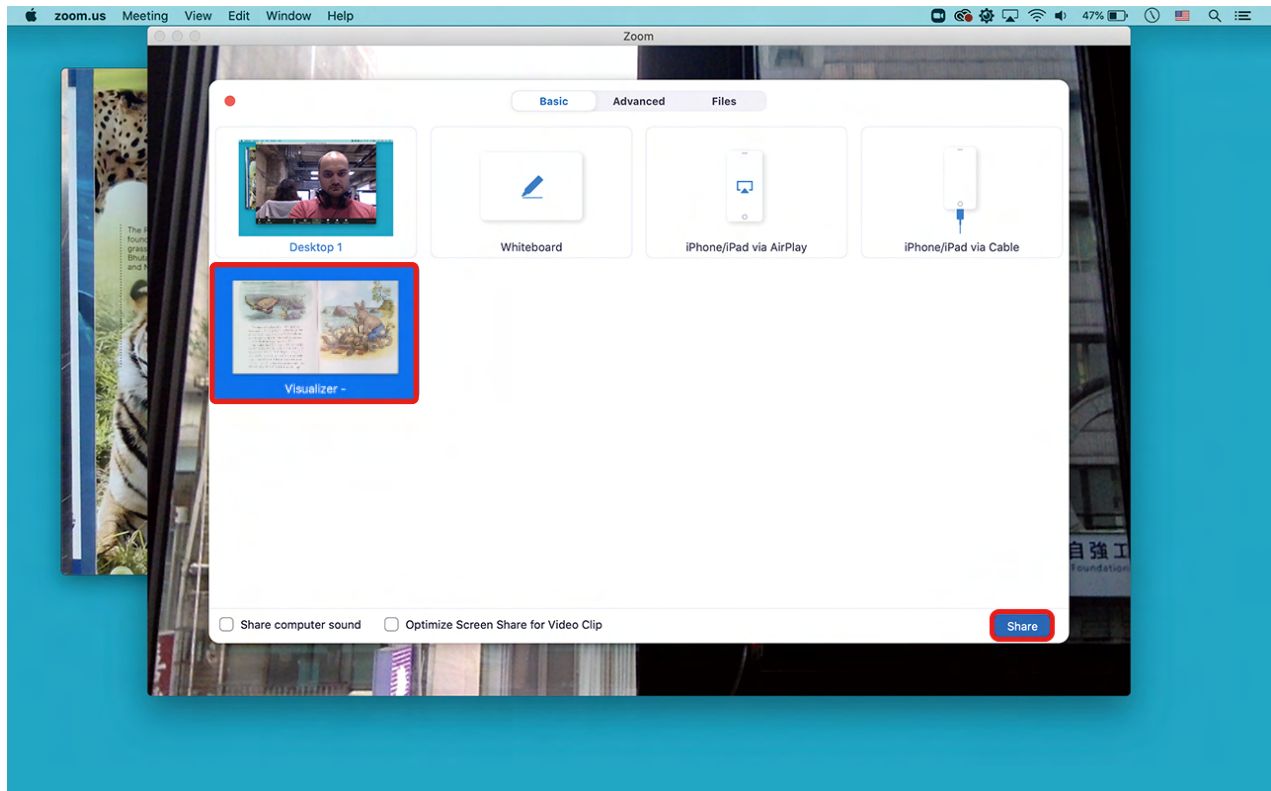


*Note: **Do not** use your document camera as the camera source for your Zoom meeting in this step. Instead, use the computer's built-in webcam.*

5. Select **Share Screen** located at the bottom of your meeting window.



6. You'll be given various options for sharing in the pop-up window that appears. Select **Visualizer** and click the blue **Share** icon located at the bottom right.



And there you go. Now you can easily share your materials while in a video meeting!

