



A QUICK GUIDE TO MEETING OWLS

A

CONNECT OWL TO LAPTOP

The Meeting Owl connects to a Mac or PC using USB-A or USB-C (adaptor provided)



B

OPEN ZOOM

Or other video conferencing software – e.g. Teams, Google Meet



C

SET PLATFORM AUDIO & VIDEO TO THE MEETING OWL

This may happen automatically, but if not, use the dropdown menus to the right of the audio and video icons (bottom left of screen for Zoom) to select the Owl.



D

START MEETING

The Owl will display a 360° view, as well as focusing on the speaker(s) when sound is detected.



ONE OWL OR TWO?

E

If two Owls are present in a room, the primary Owl will be nearest to the lectern. The primary Owl should be connected to the computer.



F

The primary Owl pairs with the secondary Owl. Pairing should be automatic, but it may take a minute or two. Once paired, 2 black owl icons will be displayed on the screen.

