

# NSW HEALTH TEAMS MEETING ZOOM ROOM GUIDE

Joining a NSW Health Microsoft Teams Meeting from a Zoom Room.

**Step 1:** Find the Microsoft Teams invitation and note the **Video Conference ID** and **Passcode** (if applicable).

## Microsoft Teams meeting

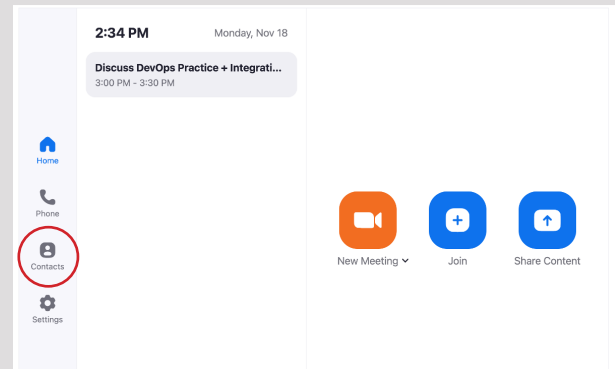
Join on your computer, mobile app or room device  
[Click here to join the meeting](#)

Meeting ID: 437 411 561 393  
Passcode: C8qWX7  
[Download Teams](#) | [Join on the web](#)

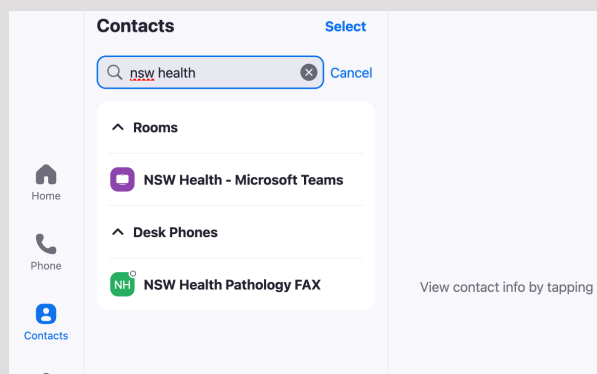
Join with a video conferencing device  
[jointeams@conference.meet.health.nsw.gov.au](mailto:jointeams@conference.meet.health.nsw.gov.au)  
Video Conference ID: 139 408 062 4  
[Alternate VTC instructions](#)

Or call in (audio only)  
+61 2 8318 0010, 348258514# Australia, Sydney  
Phone Conference ID: 348 258 514#  
[Find a local number](#) | [Reset PIN](#)

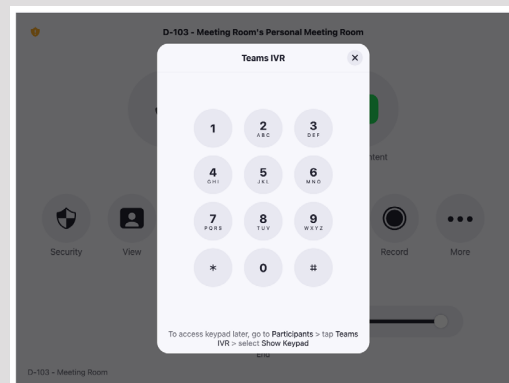
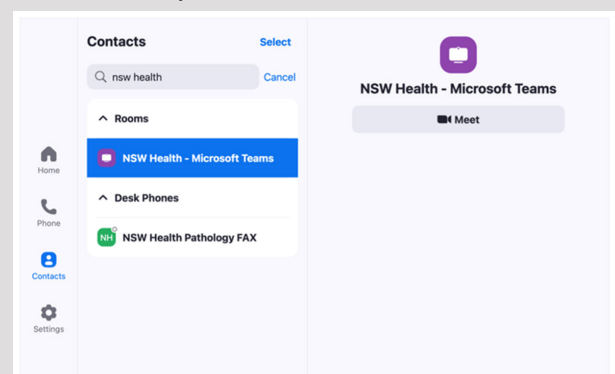
**Step 2:** On the Zoom Room controller, select the **Contacts** button on the left sidebar.



**Step 3:** In the contacts window, type **nsw health** in the search field.



**Step 4:** From the search results under **'Rooms'**, select **NSW Health - Microsoft Teams** and press **Meet**.



**Step 5:** Wait for the 'Teams IVR' window (this may take some time). Enter the **Video Conference ID** and **Passcode** slowly and carefully. Ensure they register on the screen.

**Note:** You have three attempts to enter the details correctly. If all attempts to enter the Video Conference ID fail, restart the process from Step 3. If a lobby appears, the host must admit you into the meeting.