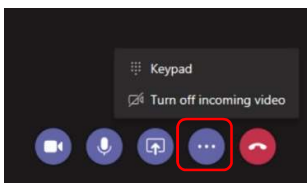


Microsoft Surface Hub 2S

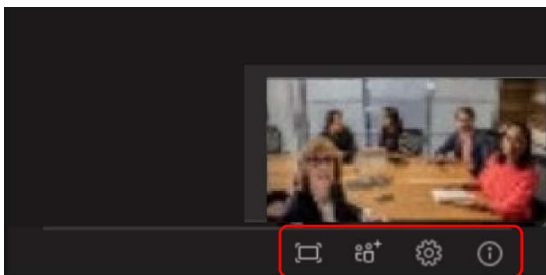
Manage a Teams meeting on Surface Hub 2S



1. In a Teams meeting, there are 5 buttons you can use to control the Surface Hub:
 - a. Press the camera button to turn the camera off and on.
 - b. Press the microphone button to mute and unmute the microphone.
 - c. Press the share button to share the screen in the meeting. The screen will have a yellow border.
 - d. Press the options button to display additional options.
 - e. Press the red button to leave the meeting.



2. The options include showing the keypad and turning off incoming video from remote participants.



3. At the bottom of the Teams panel are additional options:
 - a. Press full screen to make Teams full screen.
 - b. Press invite to add someone to the meeting.
 - c. Press the gear to change cameras.
 - d. Press info to show the meeting information.