GETTING STARTED WITH ALEXA FOR BUSINESS ON LOGITECH ROOM SOLUTIONS FOR ZOOM ROOMS

logitech[®] zoom

O alexa for business

BEFORE YOU BEGIN SETUP

CREATE AN AWS ACCOUNT

- Your first step towards enabling Alexa for business within your Logitech Room Solution is to create an AWS account.
- For this step, refer to Amazon's sign up instructions, or you may utilize an existing AWS account.

EXISTING LOGITECH ZOOM ROOM PCs

- For existing Logitech Zoom Room computers, you will need to manually download the Alexa for Business client to enable Alexa services on your Tap equipped computer.
- To do this, follow the steps below to complete the process.







Log into the Zoom Admin account on the Logitech Room System computer. To do this, plug in a keyboard and press the Windows key 5 times, or use Windows Settings screen from the Zoom Room settings menu on your Tap.



LOG IN





DOWNLOAD

Download the Alexa for Business client by using a web browser and visiting this link: https://docs.aws.amazon.com/a4b/latest/ag/zoom-app.html



INSTALL

Install the Alexa for Business client to your computer and then reboot when prompted.

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	Alexa For Business V SSOUS	Windows Client For Zoom Rooms Setup Welcome to the Alexa For B Windows Client For Zoom R Wizard	usiness Rooms Setup						
	a for bu	The Setup Wizard will install Alexa For Bu Client For Zoom Rooms on your computer continue or Cancel to exit the Setup Wiza	isiness Windows r. Click Next to ard.						
	0 alex								
		Back	Next	Cancel					

REGISTER

Access the device registration page by logging into AWS from another computer. The link is displayed on the Tap: go.aws/GetstartedA4B





AUTHORIZE

Authorize Alexa for Business to access your Zoom account on the Zoom App Marketplace. You must have a Zoom admin account for this step. (This step is only for initial setup only)

Alexa for Zoom Rooms is requesting access to your	
Zoom account	
View all users' usage statistics of CRC ⑦	
From app developer: This scope is used to engage with the Zoom API	
View all users' Zoom Room usage statistics and information (?) From app developer: This scope is used to engage with the Zoom API	
View all user meetings ⑦	
From app developer: This scope is used to pull room details into the Alexa for Business console	
View and manage all user meetings ⑦	
Authorize Decline	· · · · · · · · · · · · ·





ENABLE

Enter the Zoom Room name in the Zoom Room search bar you wish to enable Alexa for Business.

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for Business > Roo	ms > Link your Zoom room			٩	
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your Zoom	Select your Zoom Room				
	Select Room				
our activation					
	Select the room where you want to enable Alex	a for Business			
	Select the room where you want to enable Alex	a for business.			
	Zoom Room*				
	Q Enter zoom room name				
		Cancel	Next		





ACTIVATE

Enter the activation code displayed on the Tap screen when asked. (You may need to refresh the code if it has been over 10 minutes)



Link your calendar system to Alexa for Business to optimize your meeting space and enable users to easily find, book, and check the availability of rooms. (Google G Suite, Microsoft O365, and Microsoft Exchange are currently supported by Alexa for Business)



LINK

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AWS Services - Resource Groups - 🛠			
Alexa for Business > Calendar > Office 365	MM		
Office 365			
Link your calendar system to Alexa for Business to automatically join scheduled meetings and book your conference rooms from y you have linked your account, assign a resource calendar to each room.			
You are successfully connected to Office 365.			
	MM		
MMMMMMMMMM			





SUCCESS!

You're all set. Start using Alexa for Business for contactless collaboration.

USING ALEXA

With Alexa for Business, you can bring the future of meetings right to your Logitech powered Zoom Rooms. You can customize the wake word in the A4B web console under Room Profiles. By default, the wake word is "Alexa" followed by a command. Below are some examples of utterances to get you started.



SUPPORT

For additional support, visit: https://docs.aws.amazon.com/a4b/

For additional information on Logitech Zoom Room Solutions, visit: https://www.logitech.com/en-us/product/zoom-rooms



