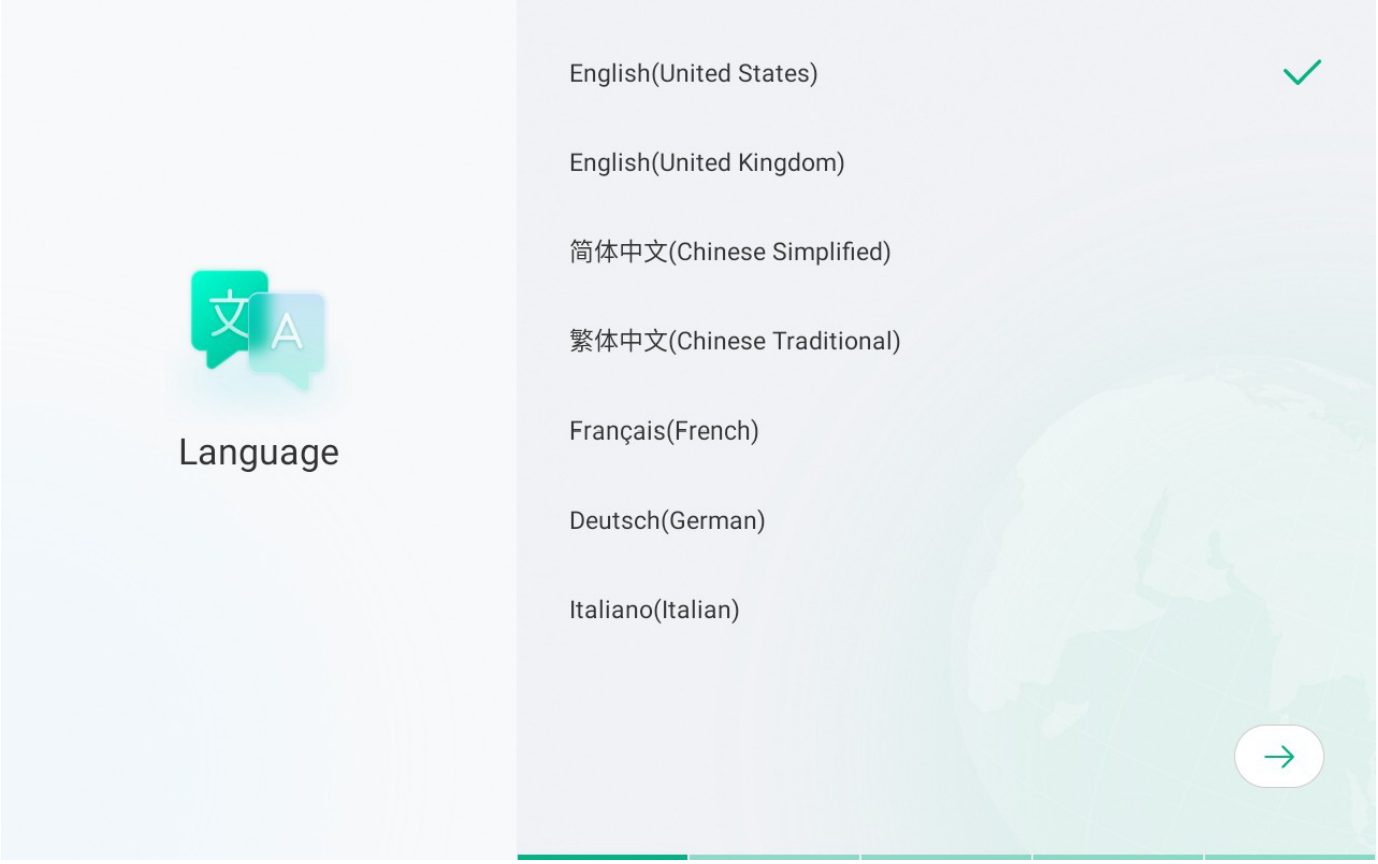
Set Up a Yealink RoomPanel

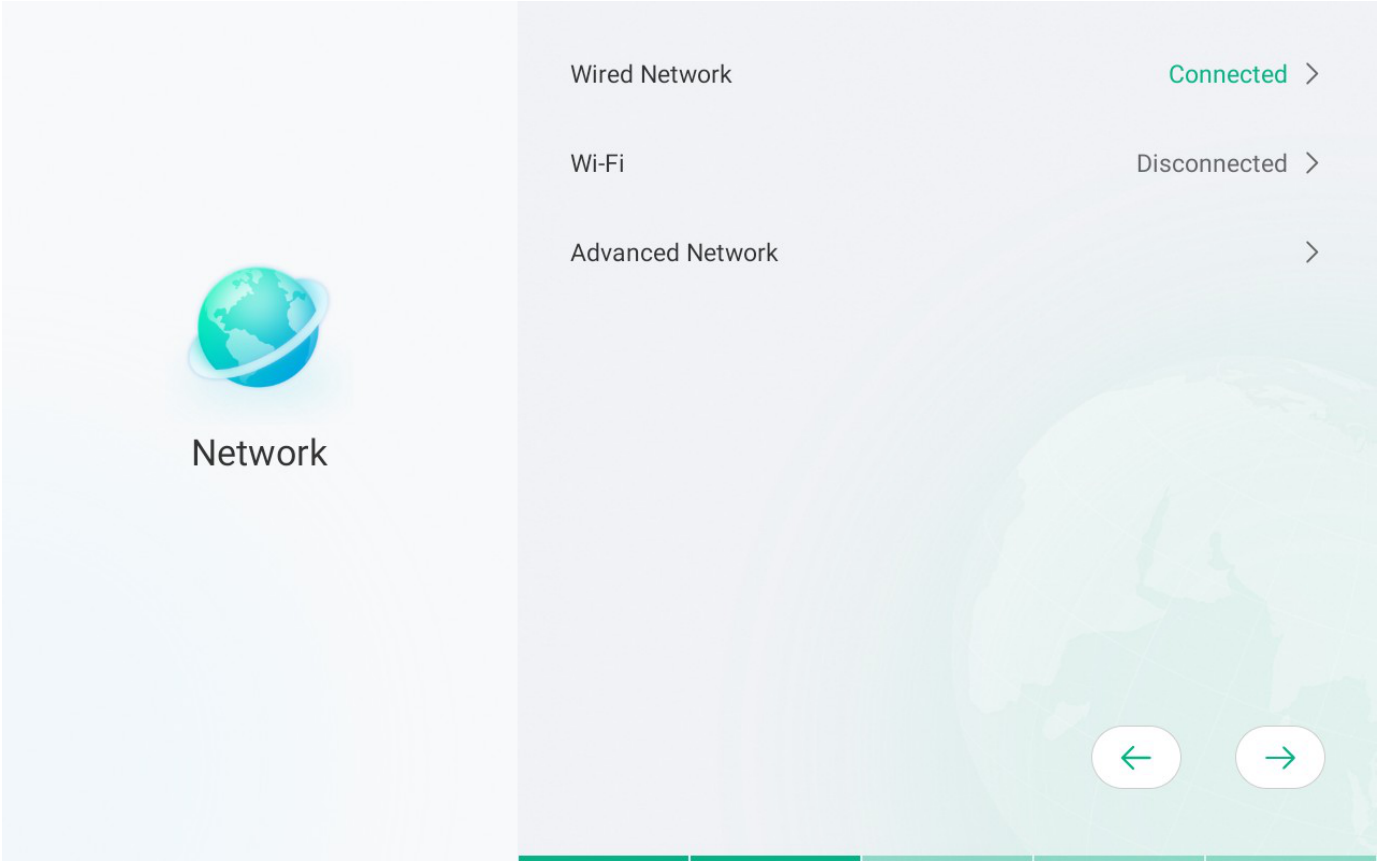
Initialize Configuration

When you power on Yealink RoomPanel for the first time or reset it to the factory, you will enter the setup wizard interface.

1. Select the desired language and go to the next step.



2. Configure a wired or wireless network and go to the next step. Refer to Advanced Network for Advanced Network Configuration.



3. Select your time zone, and go to the next step.
4. To keep your software up to date, turn on **Auto Update** and configure the parameters.
5. Select the desired platform.
6. Change the default password.
7. Select **Start** to complete the setup wizard.

Log in to Account

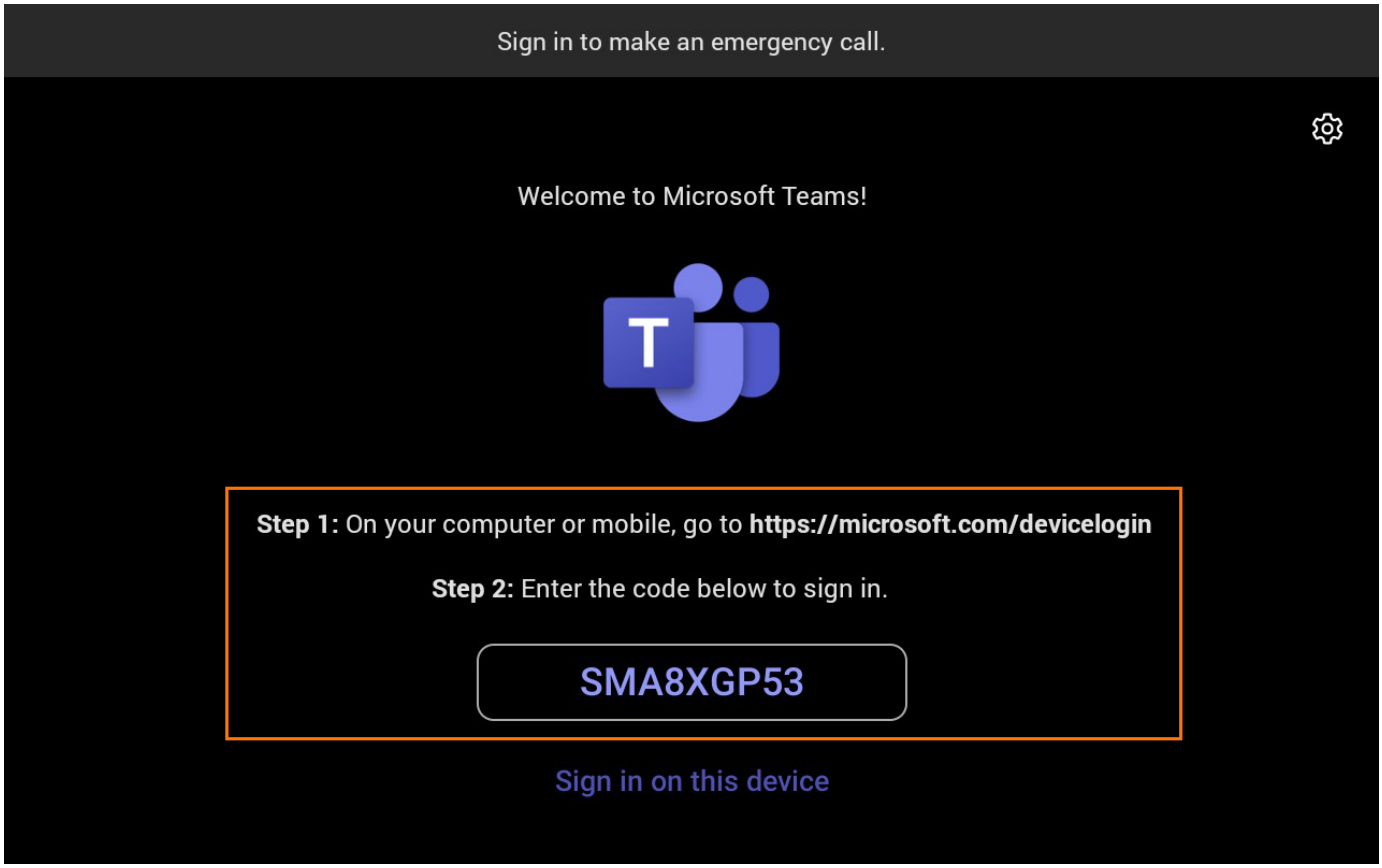
Once you have launched either Zoom Rooms or Microsoft Teams, you need to log in to your account before use.

- Contact the relevant service provider to obtain an account.
- Verify that the device is connected to the Internet.

Log in to Teams Account

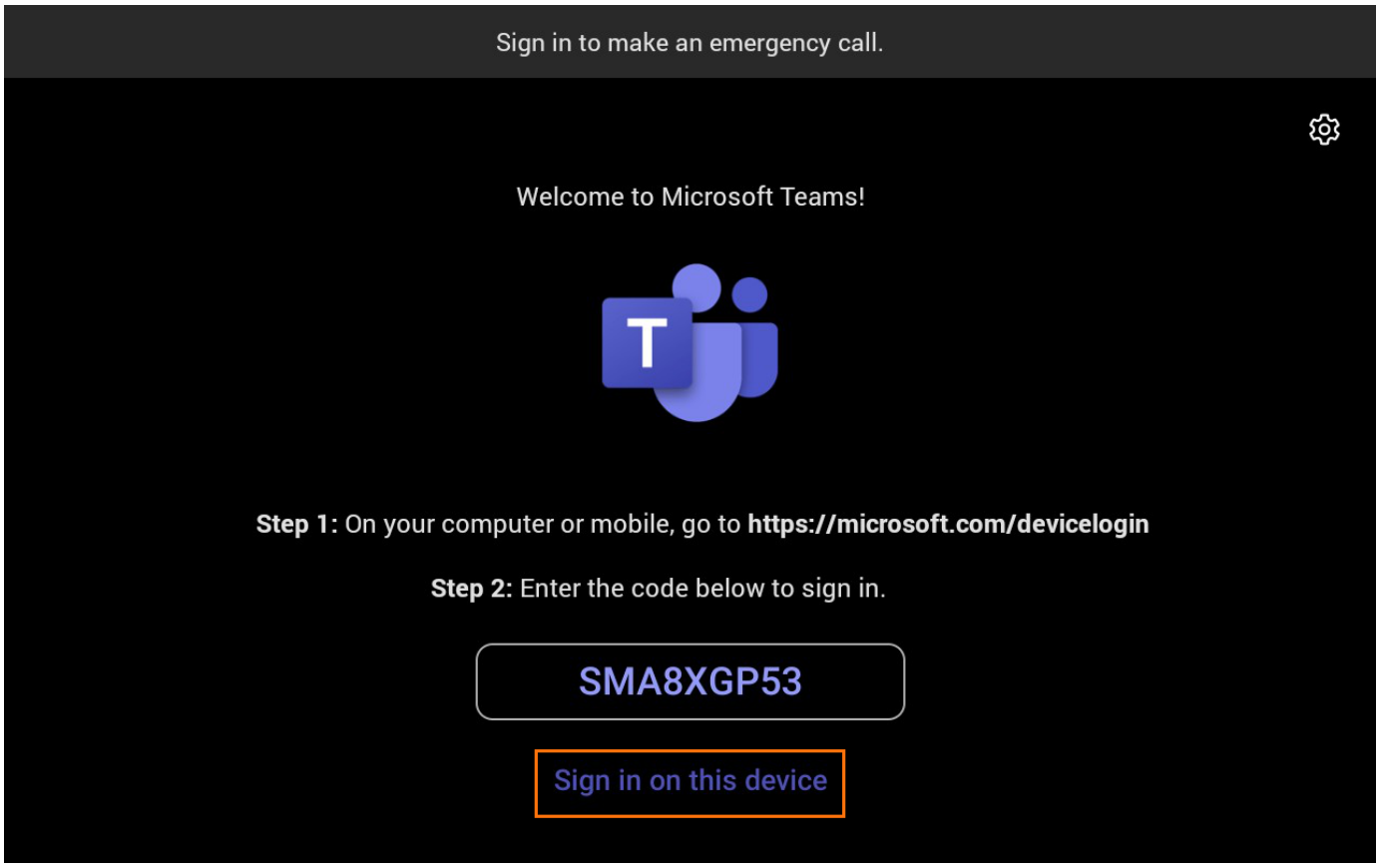
Log in via Web User Interface

- Use a PC with Internet access, open https://microsoft.com/devicelogin in a browser, then follow the on-screen prompts on Yealink CTP Touch Panel and Yealink MeetingBar.



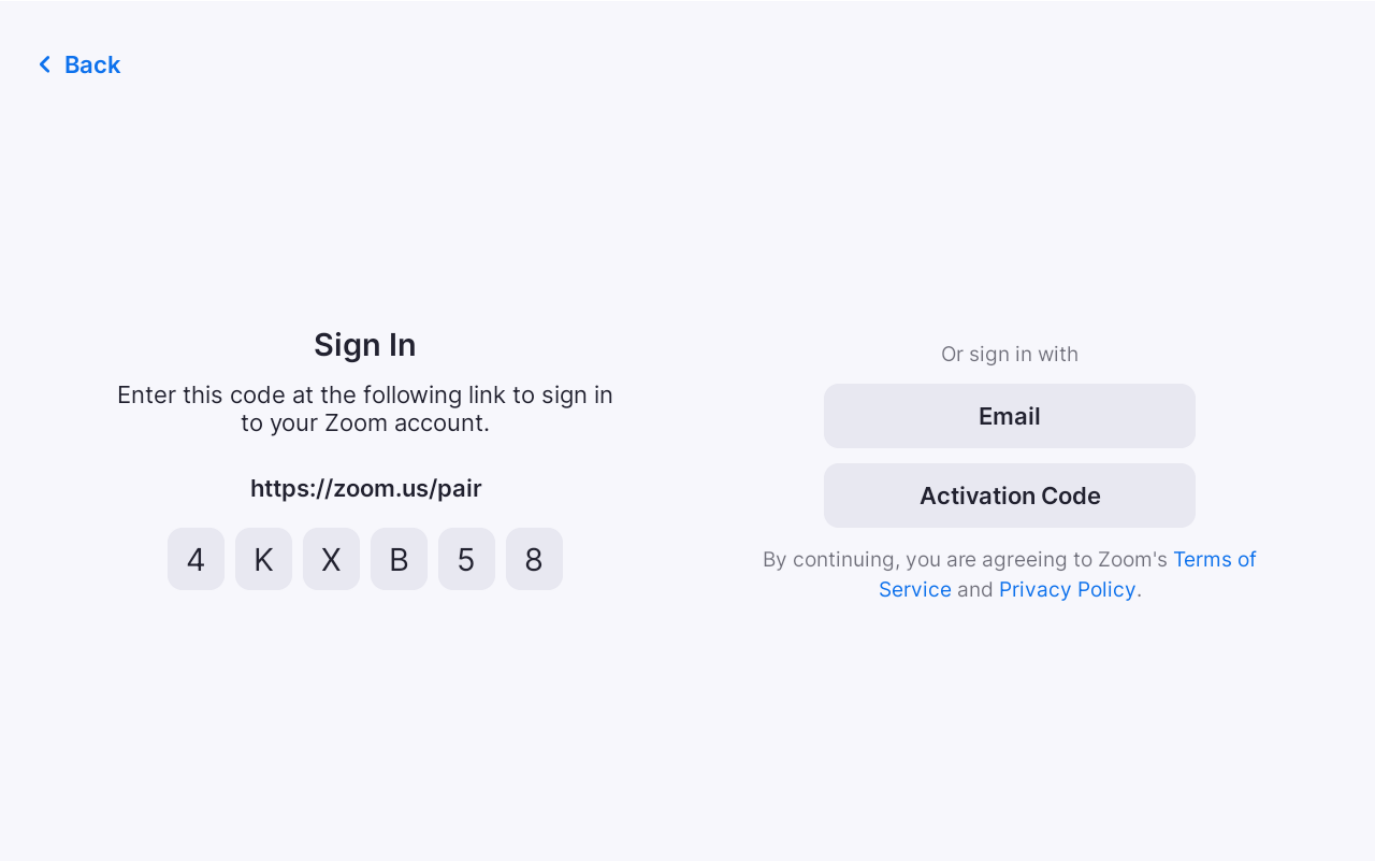
Log in via Yealink RoomPanel

- Select **Sign in on this device**, then follow the on-screen prompts on Yealink RoomPanel.



Log in to Zoom Account

1. Tap **Sign In** and choose one of the following methods to sign in account:
   - **Sign in via Web User Interface**: Use a PC with Internet access, open https://zoom.us/pair in a browser, then follow the on-screen prompts on Yealink RoomPanel.
   - **Sign in with Email**: On Yealink RoomPanel, tap **Email** and operate according to the on-screen prompts.
   - **Sign in with Activation Code**: On Yealink RoomPanel, tap **Activation Code** and contact your Zoom administrator to obtain the activation code. For more information, refer to Zoom.



2. Select the desired room, and tap **Yes, It's Me** on Yealink RoomPanel to confirm.
3. Set a PIN or select **Set Up Later** to skip.