



# Microsoft Teams Room

SOLUTIONS APPLICATION GUIDE FOR Q-SYS™

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## Before you get started, please ensure that you have the following physical and software components:

### Physical Components:

- Microsoft Teams Room Compute (e.g., Dell 7080)
- Team Room Control Console (e.g., Logitech Tap)
- Q-SYS Core processor or Q-SYS USB bridging endpoint connected to the Teams Room Compute via USB
- Ensure that the Q-SYS Core and Teams Room Compute are connected to the same network

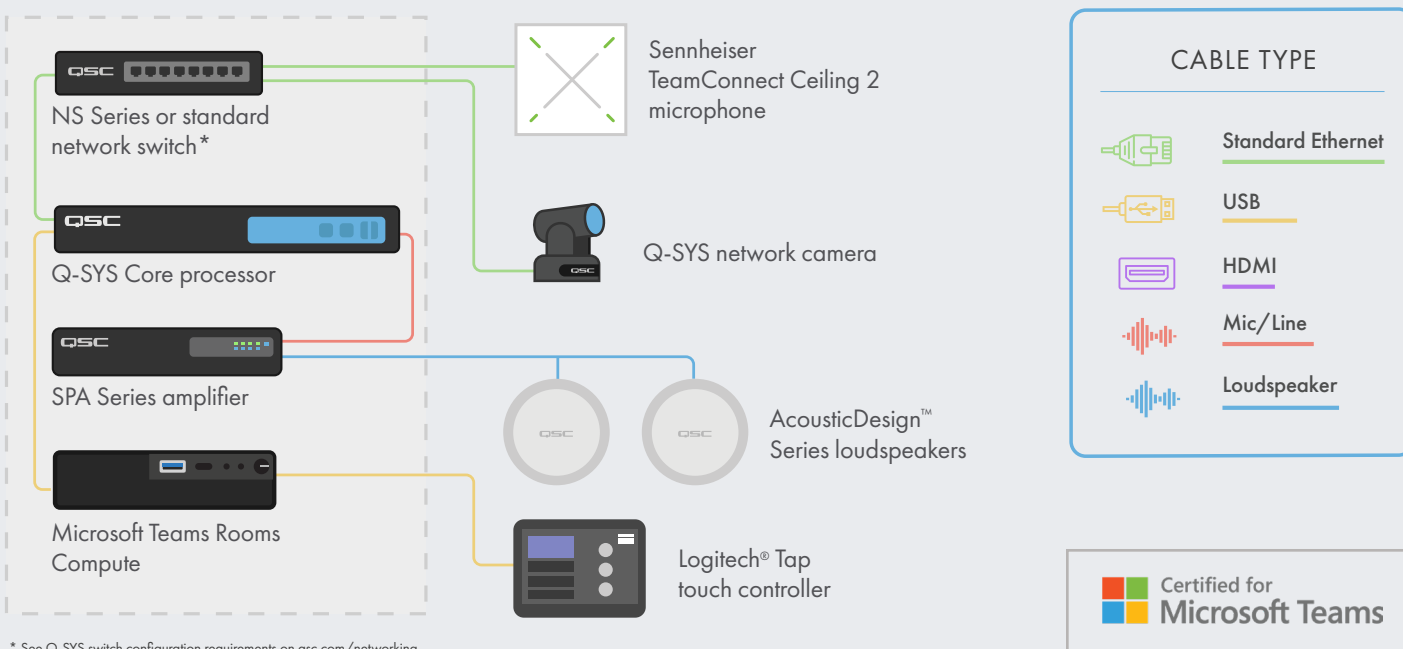
### Software Components:

- [Q-SYS Designer Software \(requires v9.0 higher\)](#)  
— [Q-SYS Control for Microsoft Teams Rooms](#)
- Q-SYS Feature License for Microsoft Teams Rooms  
— This is not needed if the Q-SYS Core is already licensed with a Q-SYS Scripting Engine and UCI Deployment License
- Microsoft Teams Sample Q-SYS Design (available for download in Q-SYS Designer Software with Asset Manager).

## Resources

- [Q-SYS Quickstarts: Integrating Microsoft Teams Room](#)
- [Microsoft Teams Room Q-SYS Help File](#)

## Sample System Diagram



\* See Q-SYS switch configuration requirements on [qsc.com/networking](http://qsc.com/networking)

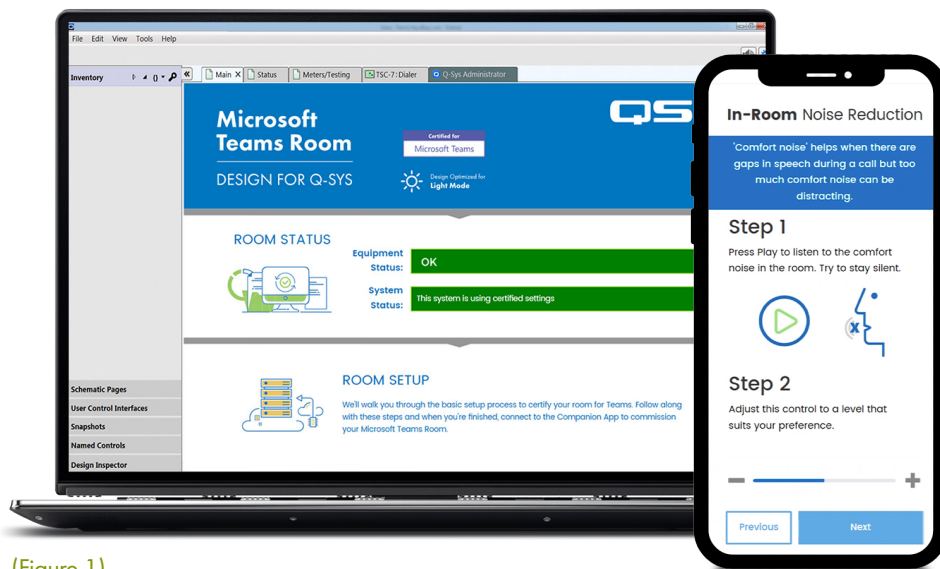
## Using the Microsoft Teams Room Sample Q-SYS Design

The sample Q-SYS design file (available for download in Q-SYS Designer Software with Asset Manager) is pre-configured to provide the Teams-certified DSP signal flow and settings for easier deployment of your Microsoft Teams Rooms with Q-SYS. It offers a step-by-step guide along with a Room Optimization user control interface (UCI) to assist with setting up the audio in your space.

It also includes a pre-built Room Controls UCI with the familiar Teams look and feel that can be deployed to your Teams Controller. If you prefer to create your own UCI, the design file also includes a Microsoft Teams CSS style sheet that can be applied to your UCI.

Lastly, the included Microsoft Teams Room component enables the Room Controls UCI on a connected Teams Room Controller.

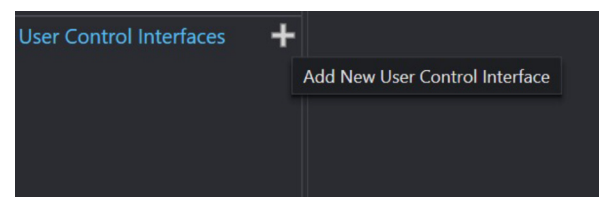
For more information on this sample design go to [training.qsc.com](https://training.qsc.com) and watch [Q-SYS Quickstarts: Integrating Microsoft Teams Room](#).



(Figure 1)

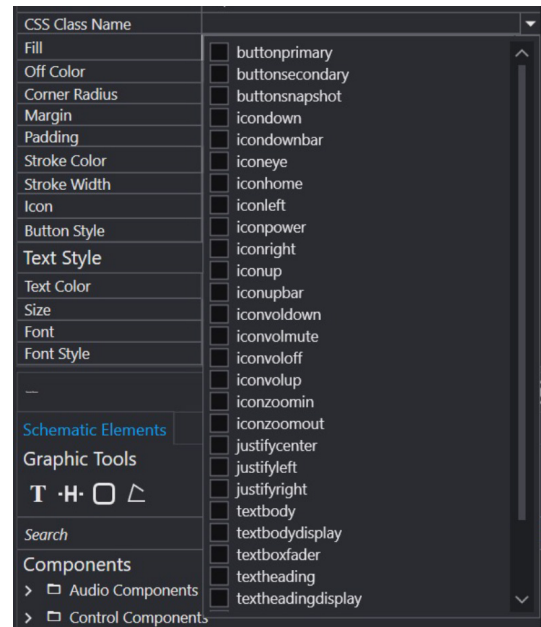
## Styling Your Own Microsoft Teams Room UCI

1. Open Q-SYS Designer Asset Manager, search for the Microsoft Teams Room CSS Style Sheet and install the latest version.
2. Open file explorer and navigate to Documents > QSC > Q-SYS Designer > Assets > qsc-managed-plugins > MicrosoftTeamsRoomCSSx.x.x.x > content. You will find Teams.zip.
3. Extract Teams.zip to Documents > QSC > Q-SYS Designer > Styles.
4. In Q-SYS Designer, Go to Tools > Manage UCI Style and install the Teams Style.
5. Create a new UCI, assign it a Panel Type (e.g., Logitech Tap) and select Teams under the Style (Figure 2).



(Figure 2)

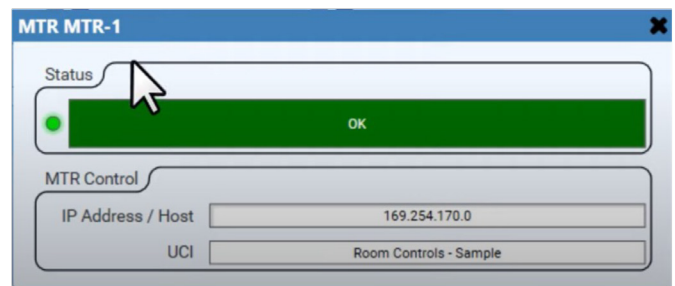
6. You can now add components to your UCI and assign them a class by selecting the component and choosing the class(s) under Properties (Figure 3). [More information on installing UCI styles.](#)



(Figure 3)

## Setting up the Microsoft Teams Room Component in Q-SYS

1. From the inventory menu in Q-SYS Designer, navigate to Control > Other and select 'MTR' to add the Microsoft Teams Room component to your inventory.
2. Drag the component to your schematic, then double-click on the component. Add the IP Address of your Microsoft Teams Room Compute. Save to Core and Run. (Figure 4).



(Figure 4)

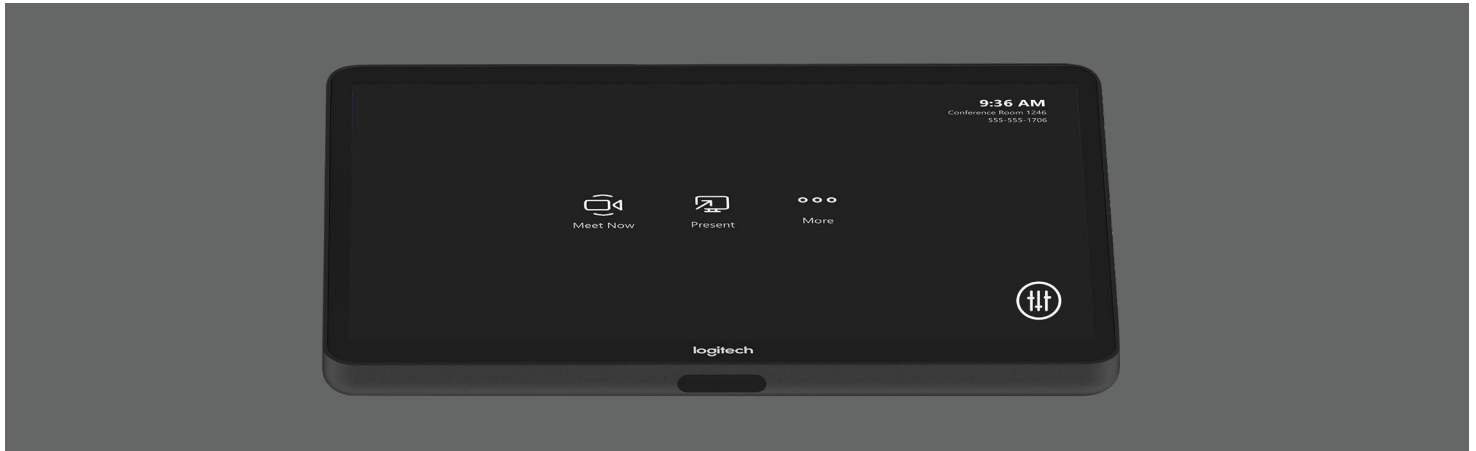
3. Assign the UCI that you are using for your Room Controls (Figure 4).
4. If your Core and Teams Room Compute are on the same network, you should see the Status of the Microsoft Teams Room component change to "OK," (Figure 4). If you have any issues with the connection, reference the troubleshooting section at the bottom of the [Microsoft Teams Room Q-SYS Help File](#).

## Setting up the Room Controls UCI on a Microsoft Teams Room Controller

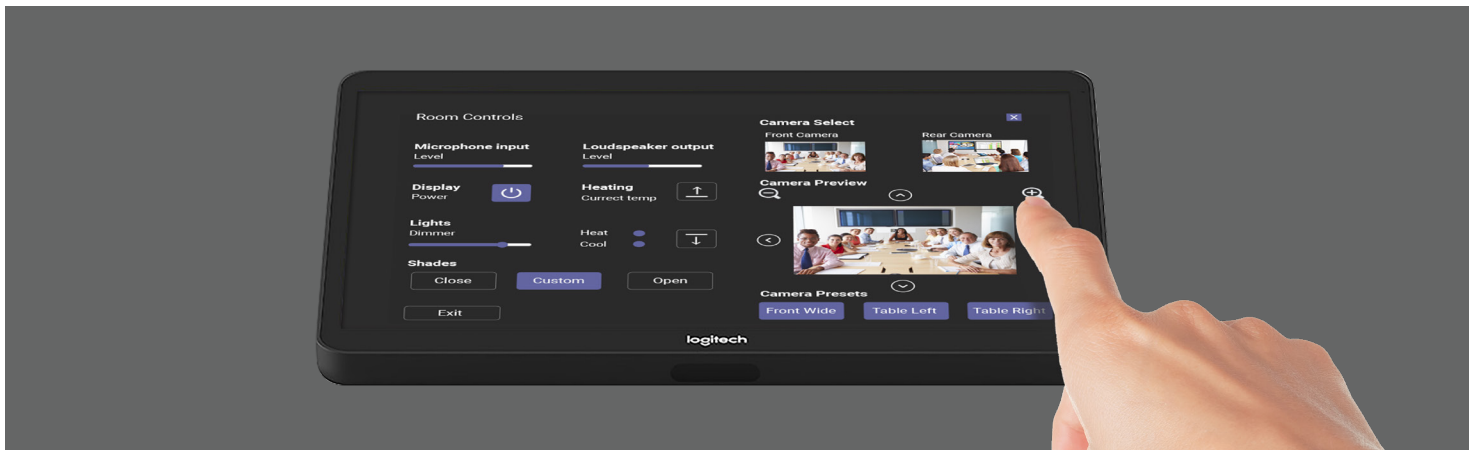
1. Download and Install [Q-SYS Control for Teams Rooms](#) to the Teams Room Compute.  
Note: You will need access to the administrator account of the Teams Room Compute to complete this step.
2. Once installed, you should be prompted to reboot the Teams Room Compute.
3. Once the device has rebooted, you should no longer need to make any changes on the Teams Room Compute.

## Viewing the Room Controls UCI on the Microsoft Teams Room Controller

You should now be able to press the Options button on the Teams Room controller to switch to the Q-SYS Room Controls UCI (Figure 5 and 6). The UCI is also accessible when on a call. On the Room Controls UCI you can hit the Exit button to return to the Teams Room user interface. Otherwise, the UCI will close after one minute of inactivity.



(Figure 5)



(Figure 6)

**Congratulations! You have successfully added Q-SYS Room Controls to your Microsoft Teams Room Controller.**