

Two Different Ways to Use Multiple Kubi's

The first concept in using multiple Kubi's in the same room is that each Kubi needs to be unique. In other words, just as each remote user is unique, each Kubi/tablet pair must be unique. Using Zoom as an example, here are two ways to use multiple Kubi units in the same room.

What Characteristics Make a Kubi Unique?

1. Each Kubi/Tablet must have its own unique email address.
2. Each Kubi/Tablet should have a Zoom account set up (Free Basic or Paid Pro), using that unique email address.
3. Each Kubi is assigned an ID Number (Serial Number) at the factory. This is a six-digit sequence of letters and numbers that is the unique ID required to control the Kubi through [Kubi Connect Software](#). The Kubi ID is independent (separate) from any video conferencing account or function. BUT the Kubi ID can be used as part of a Zoom account username and email address for that Kubi to make the ID easier to remember.

A Note About Zoom Basic and Pro Accounts

Zoom Basic is a Free Zoom account. All that is required is a username and email address to sign up. Free Zoom Accounts can host one-on-one meetings with a 24 hour time limit. If more than two users are in the meeting, the meeting time is limited to 40 minutes.

Pro Accounts are paid individual Zoom account licenses. Zoom Pro is currently \$149.90 per year (paid annually) per license. Zoom Pro users can schedule (host) unlimited meetings with up to 100 attendees. Meeting time limit is 24 hours for any meeting.

[Learn more about Zoom Pricing and Features Here](#)

Use Model One: One Paid Zoom Pro Account, Free Accounts on Kubi Tablets.

This is the most common use model where there are multiple Kubi's in a room with multiple in person attendees. This model uses Zoom's Breakout Room feature to pair a remote user and a Kubi/Tablet. Since the Kubi/Tablet is one meeting attendee, and the remote attendee is also an attendee, pairing them in a Breakout Room* together isolates the Kubi/tablets audio to a single remote user. [Learn how to use Zoom Breakout Rooms Here.](#)

1. A meeting host with a paid Zoom account can schedule a single meeting and invite all remote users and all Kubi's to the same meeting. The meeting can be set to recur.

2. Each remote user and a Kubi/Tablet can be paired by pre-assigning them to a Breakout Room created during meeting scheduling. When the remote user and the assigned Kubi/Tablet join the meeting, they are automatically placed in a Breakout Room together once the meeting host "Opens" the breakout rooms.
3. Kubi remote user's must also be sent a second email containing the Kubi ID of the Kubi they will be using during the meeting.
4. Each Kubi/Tablet must join the meeting. This must be done by someone in the room with the Kubi.
5. Each remote user must join the meeting and have used the Kubi ID to sign in to the Kubi Connect App to control their assigned Kubi.
6. Each remote user's video feed should then be "pinned" to their assigned Kubi/tablet screen by someone in the room.
7. Remote Users should be instructed to "pin" their Kubi's video feed to their screen.
8. Once all attendees have joined, the meeting host "Opens" all of the Breakout Rooms to pair the attendees to their Kubi's.

**Breakout Rooms can also be used with a Free Basic Zoom Account. Meeting time, however, is limited to 40 minutes in meetings with three or more attendees with a Basic account. The meeting host should have a paid Zoom account to conduct meetings over 40 minutes. The Kubi's can have Free accounts. Breakout Rooms are also a feature in many other video conferencing platforms and can be used in the same way as Zoom Breakout Rooms.*

Use Model Two: Free Accounts on All Kubi's and Remote Users.

Good for one or two Kubi's when Administrative control is not required. This is best used when time is available before the meeting, as meeting scheduling is done on the Kubi tablet(s).

1. Each Kubi/tablet in the room sends an invitation to a single remote user for a unique meeting scheduled at the same time and duration.
2. Each remote user is then sent a one-time email with the Kubi ID need to control their Kubi using the Kubi Connect App.
3. Users join the meetings and use the Kubi Connect app to control their Kubi during the meetings.
4. Someone in the room has to start the meetings on each Kubi tablet and make sure audio and video are working on both ends. This person should also "pin" the remote user to each Kubi screen by double tapping the remote user's video thumbnail (Apple and Android tablets).

5. Once the remote user has joined the meeting, the remote user pins the Kubi/tablet video feed to their home screen so the Kubi view is the main view in the Zoom window.

How to Pin Video with Zoom...

Windows Desktop / Laptop

1. Float over the thumbnail of the attendee you want to pin and right click or click ... (3 dots icon). Select "Pin Video" from the menu.
2. To Unpin, Click the "Return to Active Speaker" text in the upper left corner of the main Zoom screen.

Apple iOS and Android

1. [Go to Gallery View](#): In Android, or iOS, from swipe left on the active speaker image to go to Gallery View. Swipe right to return to Active Speaker. On iPad, select the Gallery Grid icon in the upper left-hand corner. Tap screen to display icons if they are not present.
2. Double tap the thumbnail you want to pin to the screen.
3. To Unpin, double tap the pinned video to return to Active Speaker View

[Complete Zoom Pin Video Instructions](#)