

Experience a workshop

with **Zoom**

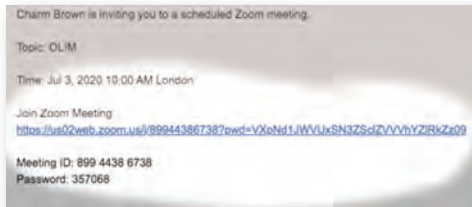


1 Downloading Zoom and useful Tutorials

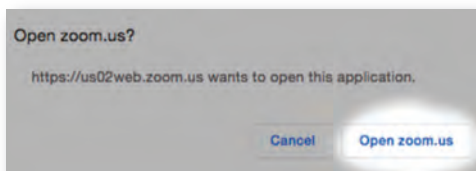
<https://support.zoom.us/>

2 Joining a meeting/class

a Click on Zoom link emailed to you by the host



b Click on the 'Open zoom.us link



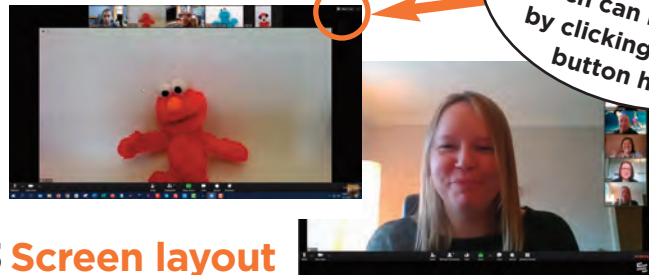
c Click on 'Join with Video'



d Wait to be invited into the meeting



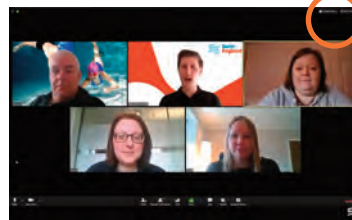
e Click on 'Join with Computer Audio'



Here are a few examples of 'Speaker View' layout... which can be found by clicking on the button here

3 Screen layout

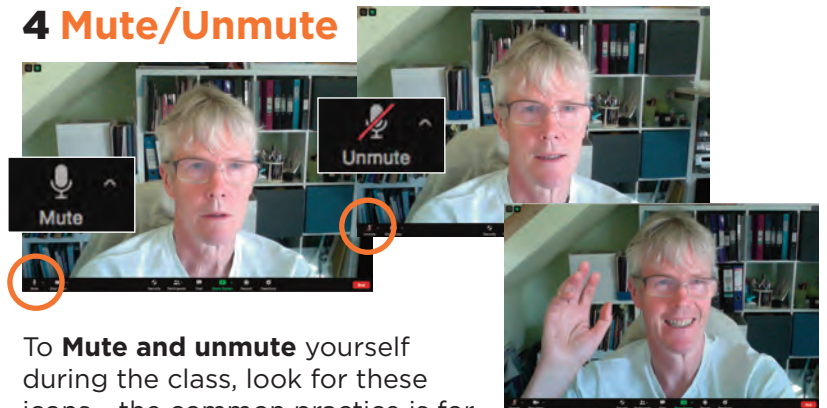
Speaker View displays a large view of the person currently speaking, with a smaller thumbnails of the other people in the Zoom meeting/class. This allows you to focus on the person talking (ie: the teacher).



This is an example of the 'Gallery View' layout... the options can be switched by clicking on the same button here

Gallery View displays all people at equal size in the Zoom meeting/class. This option could be good for meetings or interactive discussions.

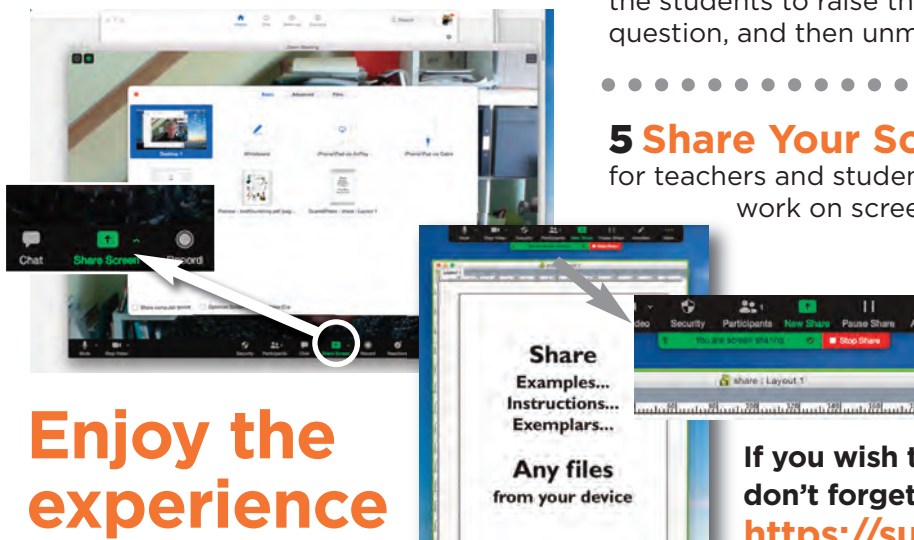
4 Mute/Unmute



To **Mute** and **unmute** yourself during the class, look for these icons... the common practice is for the students to raise their hand if they want to ask a question, and then unmute themselves when prompted.

5 Share Your Screen This can be a good tool for teachers and students to share files and their own work on screen to discuss and chat about it.

Select Share Screen. Zoom will give you options to choose a file or share your desktop and you'll immediately start sharing your screen with others in the class.



Enjoy the experience

If you wish to get more familiar with Zoom, don't forget to visit their Zoom tutorials <https://support.zoom.us/>