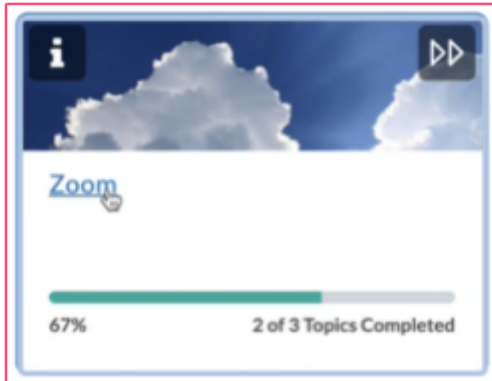


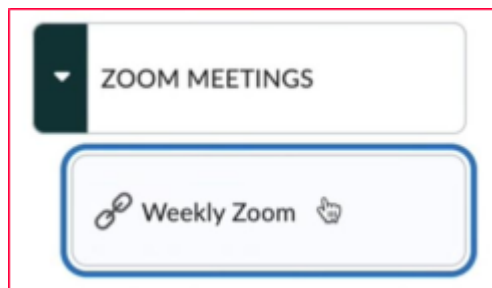
How to Use Zoom

Video Conferencing - Laptop

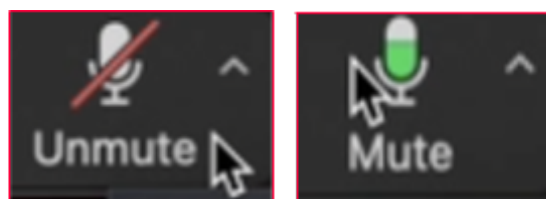
1. Start on your course page.
2. Click the “Zoom” meetings tile.



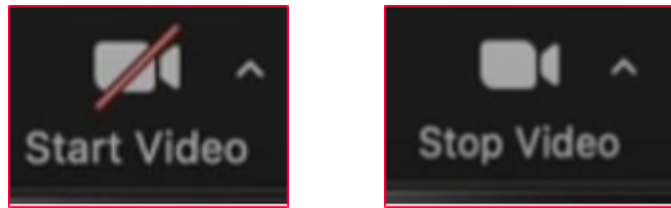
3. Click the “Weekly Zoom,” link and wait to be admitted by your professor.



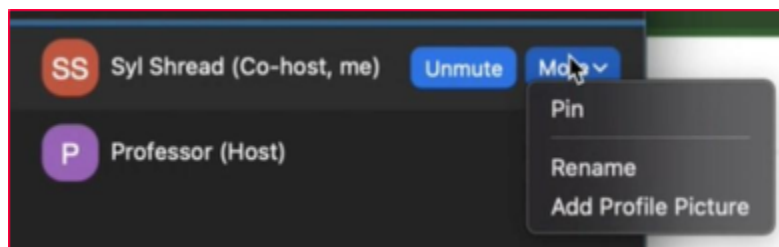
4. To mute and unmute click the microphone icon. If it has a red slash, it indicates that you are muted.



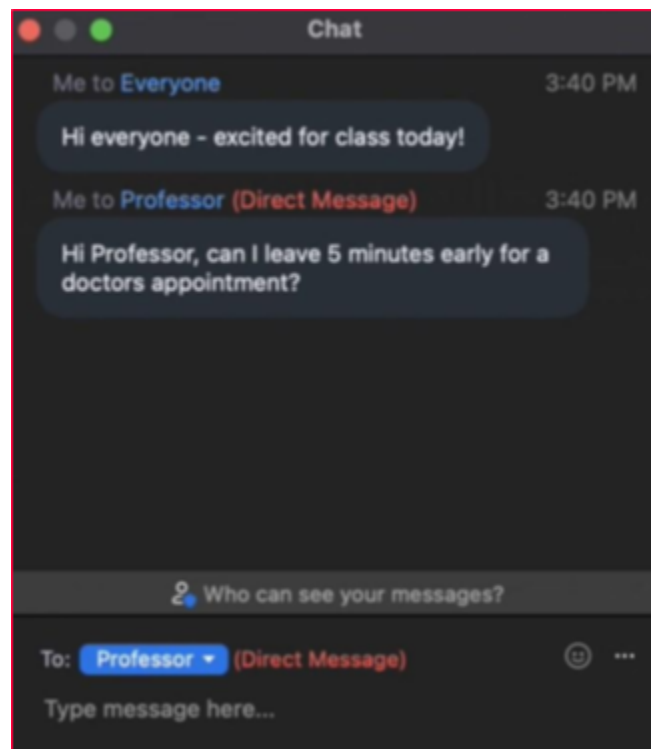
5. You can turn your video on and off by clicking the camera icon.



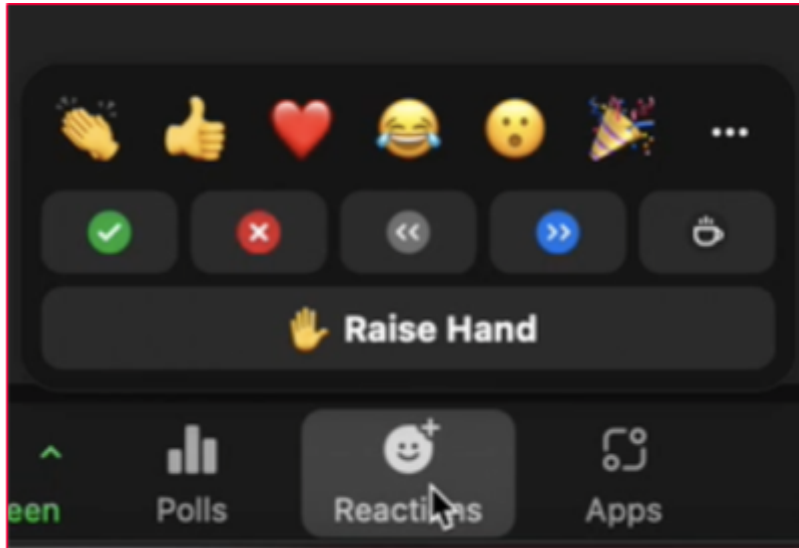
6. You can also rename yourself by clicking your name in the participant's list or by opening a drop-down menu by clicking "More" and then "Rename."



7. To add to the conversation, you can click the "Chat" button and type your thoughts. Here you can message the whole group or specific participants.



8. Click the “Reactions” button, then use the “Raise-Hand” function to let your instructor know you want to speak. You can also use other reactions to engage with the class.



9. Remember to unmute before you speak and lower your hand when you are done.

10. Your professor may split the class into breakout rooms, accept your instructor's invitation, and then chat with a smaller group of your classmates.