

How to use ZOOM

Zoom is a video conferencing service that allows large groups of people to communicate through the internet.

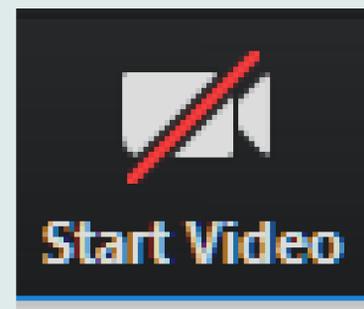
Download the app

The app is free to download. It can be downloaded on any technology.



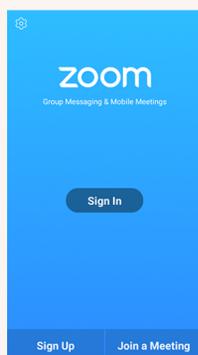
Video

To allow yourself to be seen by other people in the meeting, the icon in the lower left controls this by clicking it.



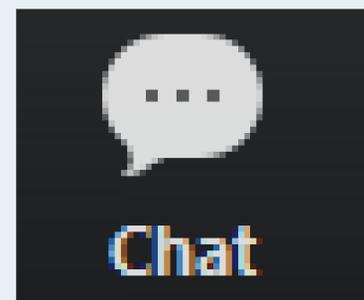
Setting up an account

An account is only needed if you would like to host a zoom meeting. It is not needed if you are only joining a meeting.



Send a message

The lower right hand corner provides a "chat" icon send a message the group can see.



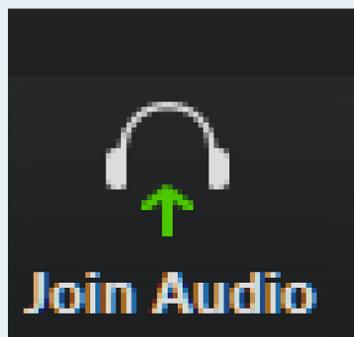
Join a meeting

A code will be provided to allow access into a meeting provided by the instructor.



Audio

In the lower left an icon will be displayed to allow you to mute or unmute yourself. Keep yourself muted unless you need to speak.



How to Leave

In the lower right hand corner there is an icon "leave" that will allow you to exit the meeting.

Leave Meeting

Contact me via email or text for any questions

email: nsavage2@vols.utk.edu

text: (865) 964-2644