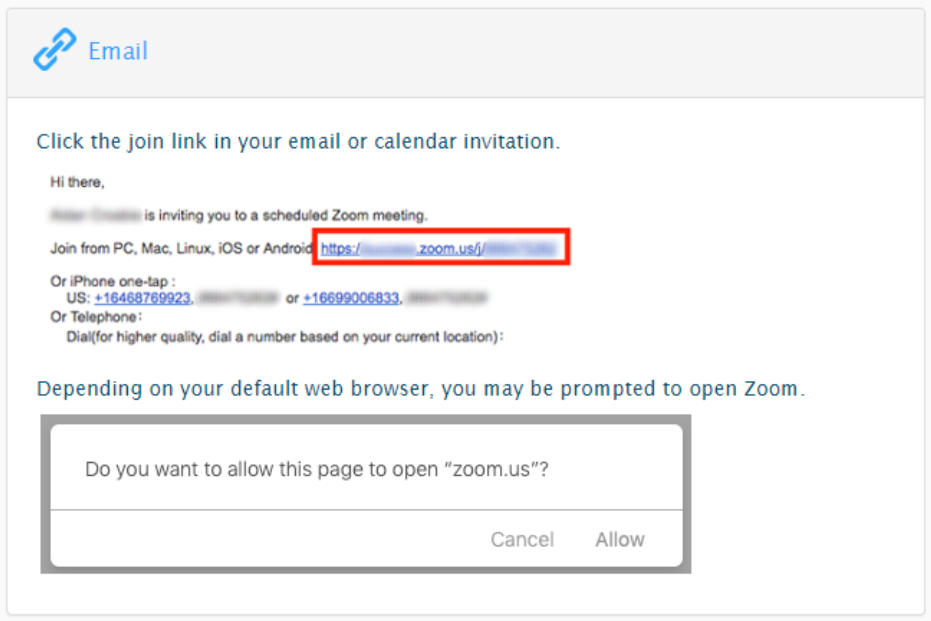
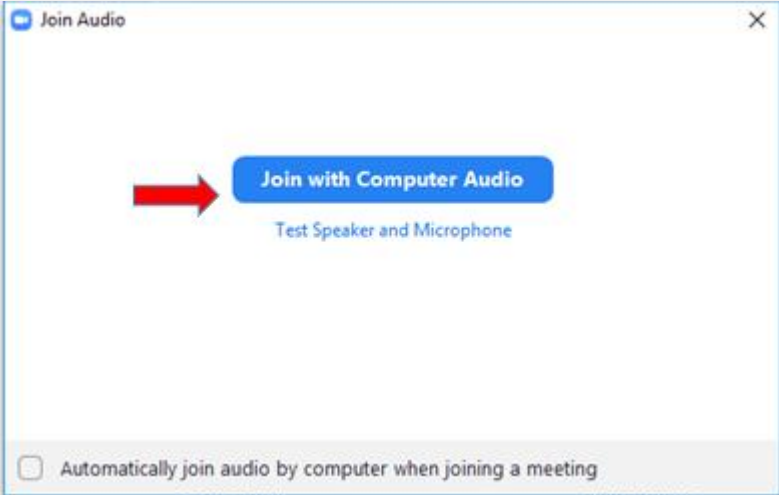
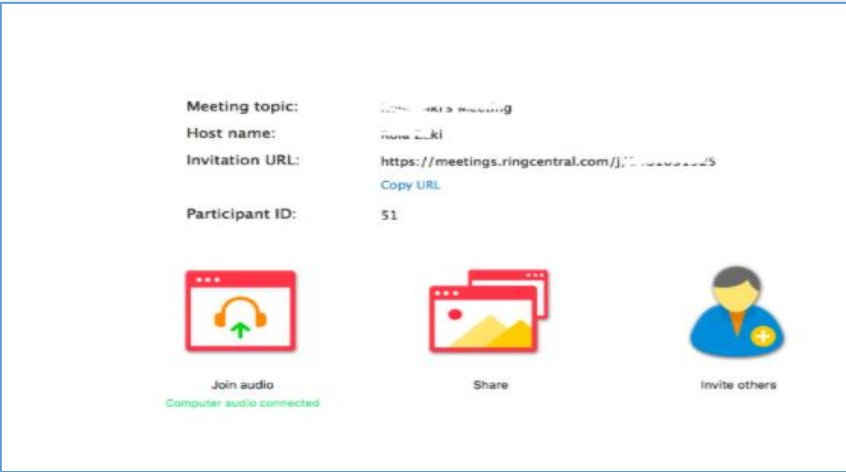





How to access your remote class using Zoom

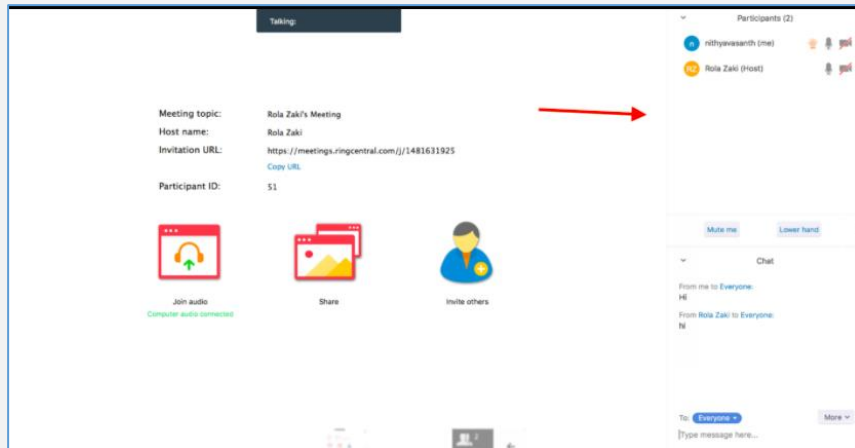
Item	Detail
<p>Purpose</p>	<p>The purpose of this guide is to provide instructions on how to access your remote class using Zoom.</p> <p>Important:</p> <ul style="list-style-type: none"> • You will receive an email from your teacher with a link to your remote class. Make sure you check your UTS email account before each class. • You will be required to sign in to Zoom with your UTS student number and IT password. <p>See how to join a zoom meeting for more information.</p>

Joining your remote class using Zoom	
<p>Open email from teacher</p>	<p>To join your remote class, click the join from PC, MAC, Linux, iOS or Android link in the email from your teacher.</p> <div data-bbox="427 1182 1362 1800" style="border: 1px solid #ccc; padding: 10px; margin: 10px 0;">  </div>
<p>Downloading Zoom</p>	<p>Depending on your default web browser, you will be prompted to open and download the Zoom app. Follow the prompts.</p>

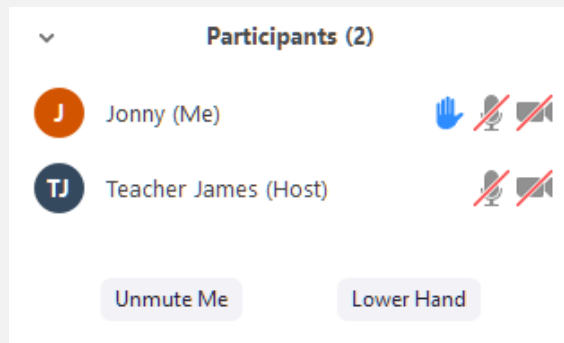
	<p>Once the download is done, Run the installation file.</p>
<p>Joining the meeting</p>	<p>Once your teacher has started the meeting, click Join with Computer Audio.</p>  <p>The following screen will be displayed.</p> 
<p>Using Zoom</p>	
<p>Using the RingCentral toolbar</p>	<p>At the base of the screen is the Zoom toolbar.</p>  <ol style="list-style-type: none"> 1. Mute or unmute your microphone 2. Start or stop your video 3. See the list of your classmates in the meeting 4. Share your screen 5. Ask a question or exchange information with your teacher and classmates <p>Note: Some of these features may be locked by your teacher.</p>

How do I ask a question?

To ask your teacher a question, click **Participants** on the Zoom toolbar.



At the top of the pop-up, you will see Raise Hand. Click **Raise Hand**.

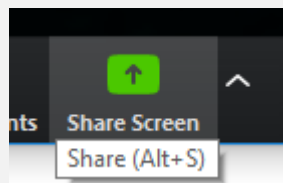


You can also use **Chat** to exchange messages with your teacher and classmates.

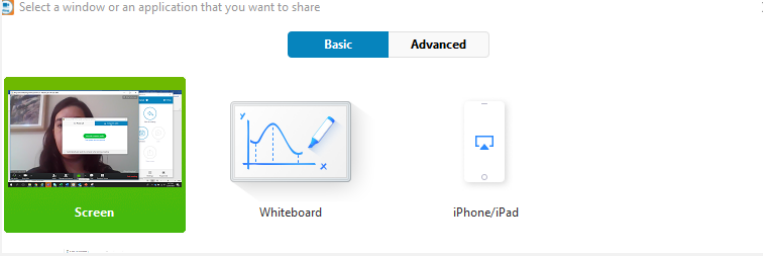
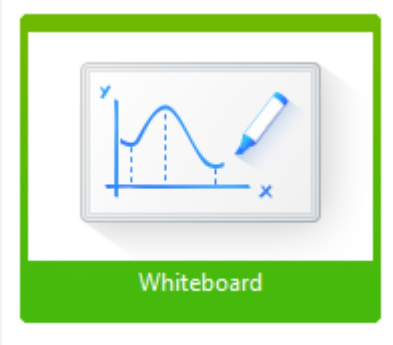
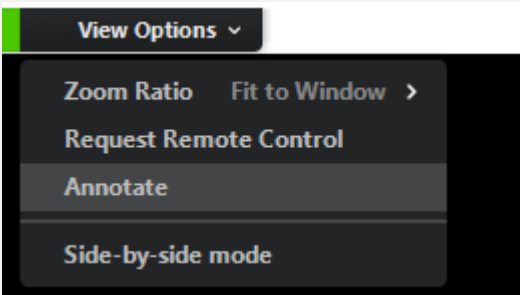
Sharing your screen

Your teacher may ask you to show your work by sharing your screen.

To share, click **Share** on the Zoom toolbar.



Select the screen you want to share.

	 <p>Click stop sharing when you are finished.</p>
<p>Using the whiteboard</p>	<p>Your teacher may ask you to write on the Whiteboard.</p> <p>To write on the Whiteboard, select Share.</p> <p>From the pop-up window, select Whiteboard and then select Share.</p>  <p>You will see a blank page with annotation tools at the top of the screen. Tap each tool to use it.</p>  <p>Click stop sharing when you are finished.</p>
<p>Using breakout rooms</p>	<p>Your teacher may split you into groups using breakout rooms.</p> <p>To join the breakout room, select join breakout room.</p>

