

Zoom Instructions for Students and Parents

Before you ZOOM

1. You will need your computer, Chromebook, tablet, or smartphone.
2. You will receive a notification from your teachers with a 9-digit meeting ID that you can use to join your class -OR- your teacher will email you a link to click on to join the Google class.

To Join a ZOOM

1. Join the meeting by clicking on a ZOOM link provided by your teachers. (join.zoom.us).
2. Follow the prompts to download and run ZOOM.
3. Enter your meeting ID if you are prompted to do so.
4. Click to join the audio conference.
5. When you are in the meeting, you may click on the start video button to turn on the camera on your device.

ZOOM Controls

Using the icons along the bottom of the screen you can:

- Mute/Unmute your microphone - your teacher may ask you to mute your microphone during the lesson to limit background noises. You can un-mute your device to ask your teacher a question.
- Turn on/off your camera - turning your camera on allow]s your teacher to see you and know you are following along with them.
- Invite - invite other students to your class using their email address or phone number.
- View participant list - this opens a list of all the students logged into the classroom. This also has an option to 'raise your hand.' If you click to raise your hand, it will notify your teacher so they can talk to you.
- Share screen - this allows your teacher to share their computer screen with you.
- Chat - this opens a chat window where the teacher can see any questions you may have and respond to you.



If you have any questions, please email your teacher directly. You can also contact Mr. Chilcoat (chrisc@provo.edu), Mr. Vandermark (lancev@provo.edu), or Mrs, Parker (leeannp@provo.edu).