Zoom Guide for Students

Introduction
Zoom is a real-time video conferencing tool that can be used for live, online tutorials. It allows you to talk to your lecturer and fellow students, share screens and text chat. This guide will help you navigate your way through Zoom. If you require further support, contact IT services: itservicedesk@ecu.edu.au or phone +61 8 6304 6000

Equipment

- A PC or laptop, a headset with a microphone and a webcam (most laptop computers have a built-in microphone and camera)
- A well-lit and quiet space (avoid having a window behind you)

Getting into Zoom

To get started you’ll receive an email invitation from your lecturer. Using this invitation, you can access Zoom from PC, Mac, IOS or Android. If you are accessing via PC or Mac you can click on the URL link to take you directly to the meeting room.

You may be asked to provide a password, which is listed here:

If you are using an Android or IOS app, you will need to use the meeting ID code, shown here.
If you are ECU Staff and require support/training please contact Learning Technologies Support Officers, e: eLearningTraining@ecu.edu.au | p: 6304 225 2

Zoom Interface Guide

Clicking the link will take you to the Zoom website. From there, you can download Zoom if you don't already have it. Otherwise, Zoom should open up on your desktop.

If you hit the mute button, it will come up with a red microphone:

Red = no one can hear you.

It is usually best to keep yourself muted (red mic) unless you want to contribute.

Hitting this camera will stop the video so that people cannot see you anymore.

Red = no one can see you.
Share screen is used if you want other people to see your screen. You can also create an online whiteboard.

Use this chat to talk to everyone, or to just one person.
If you click “participants”...

Then it takes you to this screen. Here you can...

- Raise your hand (if you want to say something, or ask a question).
- Reply yes or no to a question.
- Request the presenter to move through the material at a faster or slower pace.

If you don’t have a good/functioning audio system, then go into audio options and join the session calling on a phone.