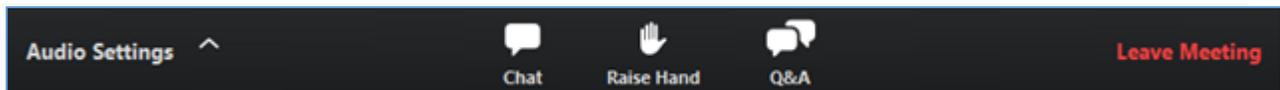


Student Guide to Participating in a Zoom Meeting

Overview

As a student, if you are joining a Zoom Meeting you are an attendee in the meeting. As an attendee, you can mute/unmute your audio, virtually raise your hand, and send messages to others.

Student Zoom screen:



Note: Some attendee controls won't be available if disabled by your instructor.

Preparing for your Zoom Meeting

- You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
- Zoom Desktop Client or Mobile App installed
- You will receive notice for a zoom meeting from your Instructor. The notification will include a link to "Join via computer" * as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID * Note: this is optional and your instructor may have this disabled.

Joining a Zoom Meeting by invitation link

To join the Zoom Meeting, click the link that your instructor provided you or that you received in the the email invitation.

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join: [https://success.zoom.us](https://success.zoom.us/j/319833382?tk=QvmVju44sn4ByDesYH_a1KqAOLurYUwnlYSss8gtpOkDQEAaaaaExBFJhZyTkd0ZUxYcFRIS2Q3UVIMZ1VOMEdnAA)

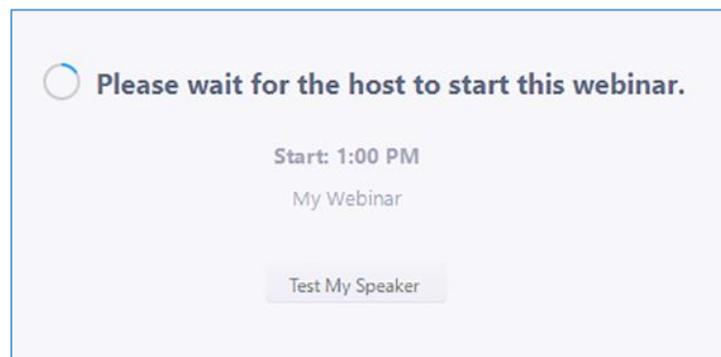
[/w/319833382?tk=QvmVju44sn4ByDesYH_a1KqAOLurYUwnlYSss8gtpOkDQEAaaaaExBFJhZyTkd0ZUxYcFRIS2Q3UVIMZ1VOMEdnAA](https://success.zoom.us/j/319833382?tk=QvmVju44sn4ByDesYH_a1KqAOLurYUwnlYSss8gtpOkDQEAaaaaExBFJhZyTkd0ZUxYcFRIS2Q3UVIMZ1VOMEdnAA)

Note: This link should not be shared with others; it is unique to you.

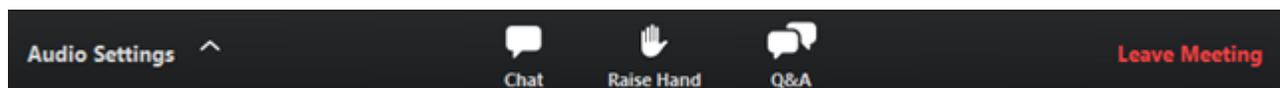
[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Waiting for your instructor to start the webinar

If your instructor hasn't started broadcasting the webinar or is preparing using a practice session, you'll receive the following message:

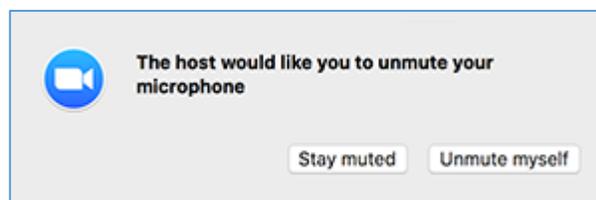


Webinar controls



Audio Settings (only visible if your instructor hasn't granted you permission to talk): Change your [audio settings](#). You can also click the upward arrow (^) next to change your speaker.

Unmute/Mute: If your instructor gives you permission, you can unmute and talk during the webinar. All participants will be able to hear you. If your instructor allows you to talk, you will receive a notification.



Note: You can still access the audio settings by click on the ^ arrow next to the Unmute/Mute button.

Chat: Open [in-meeting chat](#), allowing you to send chat messages to and send a message to your instructor, and attendees (if permitted).

Raise Hand: [Raise your hand](#) in the webinar to indicate that you need something from your instructor. Your instructor may instruct you on how they plan to use this. Many webinar hosts use this feature to know if an attendee has a question and would like to speak out loud.

Question & Answer: Open the Q&A window, allowing you to ask questions to your instructor and panelists. They can either reply back to you via text in the Q&A window or answer your question live.

To ask a question:

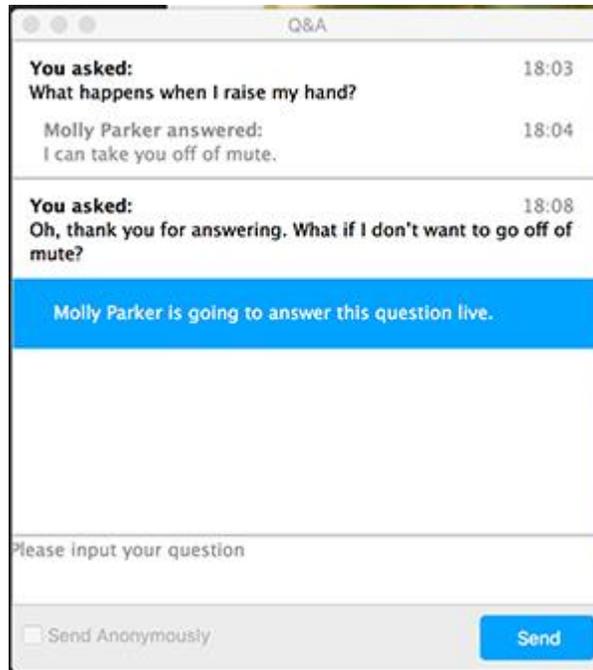
- Type your question into the Q&A box. Click Send.
Note: Check *Send Anonymously* if you do not want your name attached to your question in the Q&A.
- If your instructor replies via the Q&A, you will see a reply in the Q&A window.

The image shows a screenshot of a Q&A window. At the top, there are three window control buttons (red, yellow, green) and the title "Q&A". The main content area contains two entries:

- You asked:** 18:03
What happens when I raise my hand?
- Molly Parker answered:** 18:04
I can take you off of mute.

Below the answer is a large empty text area. At the bottom of the window, there is a text input field with the placeholder "Please input your question". To the left of the input field is a checkbox labeled "Send Anonymously". To the right is a blue button labeled "Send".

Your instructor can also answer your question live (out loud). You will see a notification in the Q&A window if your instructor plans to do this.



Leave meeting: Click Leave meeting to leave the webinar at any time. If you leave, you can rejoin if the webinar is still in progress, as long as your instructor has not locked the Zoom Meeting.