



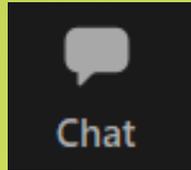
A Guide to Zoom Lessons

• When you enter, you will be automatically muted

- If you want to ask a question at any time - type in the chat or raise your hand
- A teacher might request you to unmute - you can press Unmute Now if that message comes on your screen

Chat:

Press this icon to send messages which will go straight to the host (the teachers on Zoom)



Raise Your Hand:

Click on the Participants Icon, then the 3 dots, then raise hand.



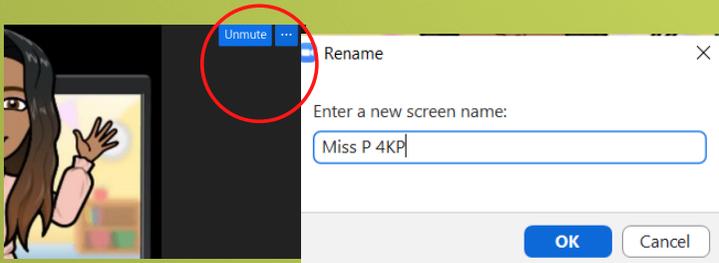
You'll need to repeat this to lower your hand after a teacher has answered your question.

• While you're in a Zoom lesson you need to rename yourself to have your first name, initial of your surname and your class.

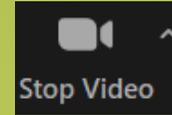
For Example, Miss P 4KP

Rename:

Click the the 3 dots in the top right corner of your video box, click rename and then OK.



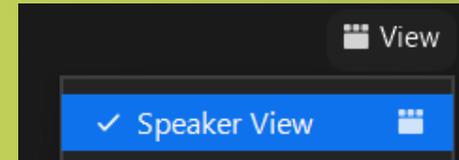
• We'd love to see all of you so where possible make sure your camera is on - the icon will look like this:



• If you'd prefer to only see the teacher and not all of the Year group you can switch to Speaker View or Pin Video.

Speaker View:

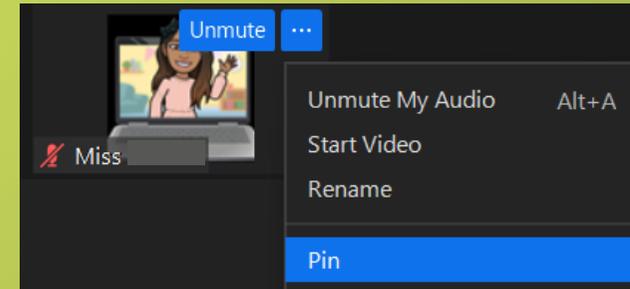
Press the View icon and then Speaker View. This way anybody who is speaking will appear on your screen



Pin Video:

Find the teacher you want to pin, click the 3 dots and click Pin. This means only this person will appear on your screen until you unpin.

To do this on a phone/iPad - double click on the person's video who you want to pin,



• Bring a pen/pencil, some paper and your thinking caps - ready to do some great learning!