

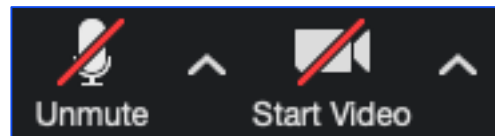
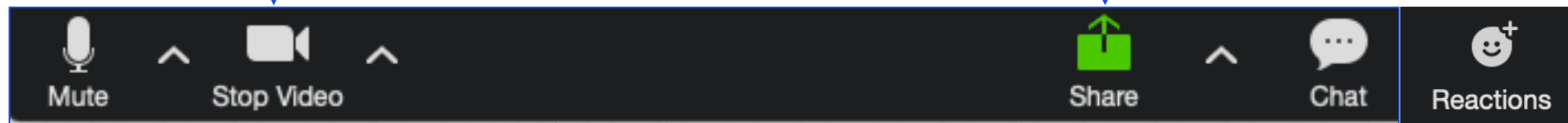
# Welcome to Zoom • Quick Guide

Test these controls while we wait for everyone to arrive...

You can choose to turn off your video if you don't want it on all the time, but when speaking it helps to make you more 'present'!

Share a specific window (or on your device with the room. Everyone can see what you do *in that window* (e.g. moving your mouse, using menus, editing, etc.)

Click this to view everybody's image (only visible if no screen is being shared)



Please turn your mic off when not speaking, to minimize background noise

Open/Hide the text chat window to share messages/links with everyone, or specific people

Click here for options – you can wave, thumbs up and raise your hand

