Studentguide Zoom

Zoom is a platform where teachers or student can conduct meetings or lectures. Zoom is easy to use and has several good functions. For example, a teacher can arrange lectures and discussions for an entire class, or group discussions through "Breakout rooms".

How do I join a meeting?

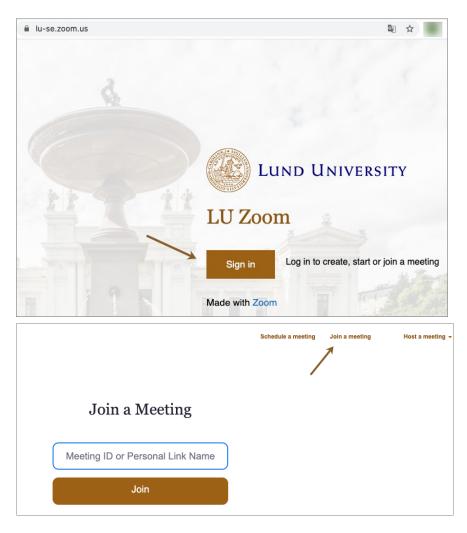
Zoom meetings are generally scheduled by a teacher who will then provide an invite link to the students. The link can be distributed on a Canvaspage or via email. The teacher can schedule Zoom-meetings like ordinary lectures or seminars, keeping a Zoom-room open on set times.

How do I download the client?

To use Zoom you need to download the client. When invited to a meeting you can access the meeting room directly through the link, and you can download the client in conjunction with the meeting. If you would like to prepare prior to the meeting you can download the client at https://lu-se.zoom.us/download

How do I log in?

Go to <u>https://lu-se.zoom.us</u>, click "sign in" and log in with your usual Lund University student account.



Can I use Zoom on my phone?

Yes, download Zoom Cloud Meetings room from App Store/Play store, click sign in and choose SSO-login. When asked for domain type lu-se and then sign in with your usual Lund University student account.

Once in the app you can join a meeting through the link that has been distributed, or click join a meeting and type the meeting-ID.

Can I use Zoom to set up meetings with my peers?

Yes, via your student account you can set up your own meetings the same way teachers do. To set up a meeting, go to <u>https://lu-se.zoom.us</u> - click Host - start a meeting - and sign in with your student account. Then invite attendants by distributing the link, for example on email. As a Host you have a wider set of functions than your attendants. You can make other people Host or Co-host. In the Zoom-meeting room you can do a video meeting, share your screen, share documents and chat with each other.

At Zoom-support you will find all information on how to proceed with invites, scheduling meetings and how the chat works etc. <u>https://support.zoom.us/hc/en-us</u>

If your teacher uses Zoom - keep this in mind

Teachers can do pre-settings for the meeting, for example to have all attendants mute and with no video entering the Zoom-meeting. These settings are made visible in the lower left corner. The settings can be changed it you would like to join in a discussion or ask a question for example. The settings could also be the opposite, that microphone and video is turned on. If you are attending a lecture you may want to turn off your microphone.

To avoid disturbance the teacher can do settings prior to the meeting, keeping attendants in a waiting room pending the start of the meeting. If you are invited to a meeting and enter before the start, not being able to participate, this may indicate that the teacher has not enabled students to join before the teacher has entered the Zoom-room.