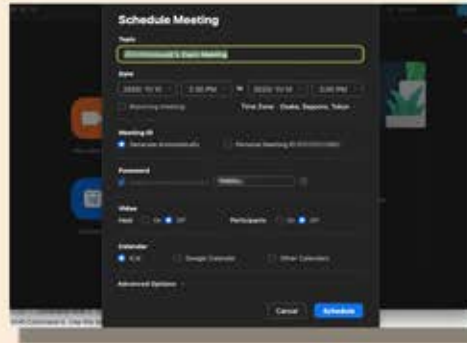
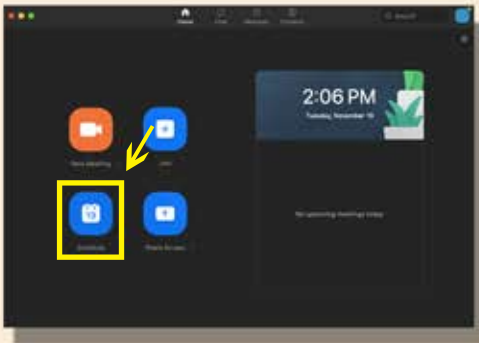


How to use Zoom for online classes and seminars

First, make sure to download the Zoom application on your laptop from the official website: zoom.us

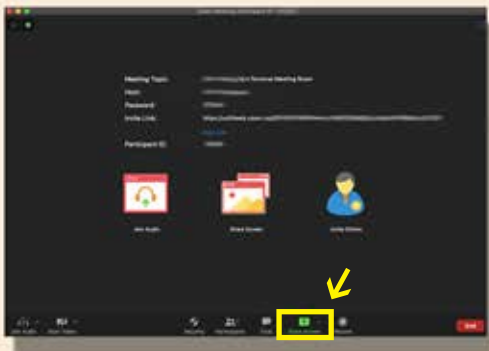
How to schedule a meeting

1. On the Home tab, click on Schedule.
2. Fill in relevant details of the class/seminar, date and time, then click Schedule.



How to use the share screen option for sharing presentation slides

1. Click on Share screen.
2. Then click on the specific window that you would like to share.



How to join a meeting

1. Click on the invitation link shared by the host and the zoom application should open automatically. (You can also join the meeting using the Meeting ID and password shared by the host)
2. Wait for the host to let you in.
3. Make sure your video is turned on and audio on mute when necessary.