

Using Zoom

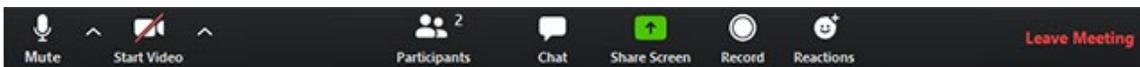
Zoom has a comprehensive set of guides available on their website for all devices. We're including information below on joining through the Zoom desktop client which is the best experience. You can access complete guides for desktop and other apps by [clicking here](#).

When you join a Zoom meeting hosted by another user, you are considered an attendee.

Prerequisites

- Zoom desktop client for macOS, Windows, or Linux (when you click on the link from your computer, you will automatically be prompted to download and install the desktop client)
- Zoom mobile app for iOS or Android

The attendee controls appear at the bottom of your screen.



Attendees have access to these features:

Mute / Unmute: Mute and unmute your microphone.

Audio Controls (click the ^ arrow next to **Mute / Unmute**): Allows you to change the microphone and speaker that Zoom is currently using on your computer, leave computer audio, and access the full [audio settings](#).

Start Video / Stop Video: Turns your camera on or off.

Video Controls (click the ^ arrow next to **Start Video / Stop Video**): Change cameras if you have multiple cameras, select a [virtual background](#), or access your full [video settings](#).

Participants: See who's currently in the meeting. You can also access to these options:

- **Rename:** Hover over your name and click **Rename** to change your screen name displayed to other participants.
- [Non-verbal feedback](#) icons: Places an icon beside your name to quickly notify the host.



Share Screen: Screensharing is turned off for participants.

Chat: Access the chat window to chat with the participants. [Learn more.](#)

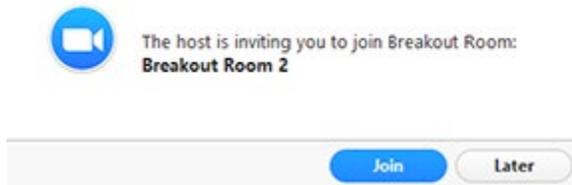
Leave Meeting: Leave the meeting while it continues for the other participants.

Breakout Rooms

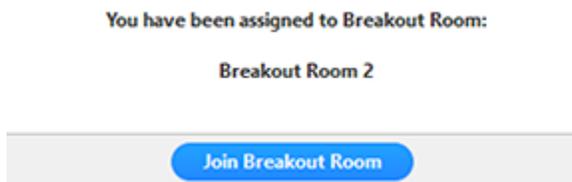
Breakout rooms are sessions that are split off from the main Zoom meeting. They allow the participants to meet in smaller groups.

Joining a breakout room

1. The host will need to invite you to join the breakout room.
2. Click **Join**.



3. If you choose **Later**, you can join by clicking the **Breakout Rooms** option in your meeting controls.
4. Click **Join Breakout Room**.

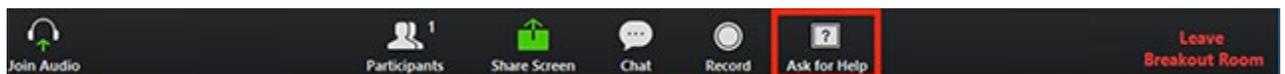


You will have access to full controls similar to the meeting.

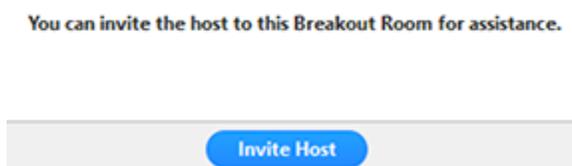
Asking for help

If you click **Ask for Help**, it will notify the meeting host that you need assistance and they will be asked to join your breakout room.

1. Click **Ask for Help** in the meeting controls.



2. Confirm that you would like assistance by clicking **Invite Host**.



Leaving the breakout room

You can leave the breakout room and return to the main meeting session at any time, or you can leave the meeting entirely from the breakout room.

1. Click **Leave Breakout Room**.



2. Choose if you want to leave the breakout room or the entire meeting.
3. When the host ends the breakout rooms, you will be notified and given the option to return to the main room immediately, or in 60 seconds.