

# Zoom-Getting Started for Students



## Joining a Zoom Meeting

1.) Navigate to your course in Canvas. Click on 'Zoom' in the course menu.

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2.) Find the meeting in the 'Upcoming Meetings' Tab.

The image shows the Zoom web interface. At the top left is the Zoom logo. Below it, text indicates the current time zone is GMT-04:00 Eastern Time (US and Canada). To the right are links for "All My Zoom Meetings/Recordings" and a "Schedule a New Meeting" button. Below this is a navigation bar with tabs: "Upcoming Meetings" (highlighted with a red box), "Previous Meetings", "Personal Meeting Room", and "Cloud Recordings". A "Get Training" link is also visible on the right.

3.) Click the 'Join' next to the meeting you would like to join.

Today  
3:00 PM

SANDBOX.80

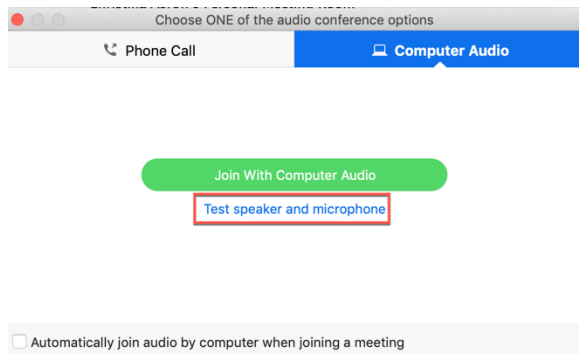
734-480-684

[Join](#)

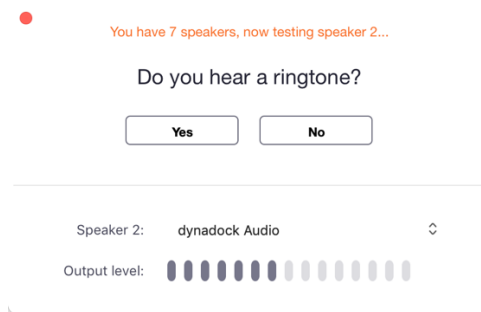
**Note:** There is a one-time download to access Zoom. Zoom will prompt you to Save the Download and open. The meeting will then begin.

## Setting up Audio and Video

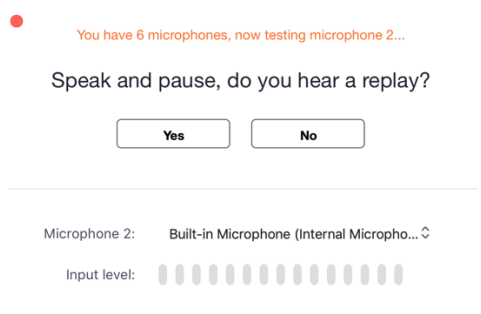
1. Click 'Test Speaker and Microphone'.



2. The meeting will display a pop-up window to test your speakers. If you don't hear a ringtone, use the drop-down menu or click **No** to switch speakers until you hear the ringtone. Click **Yes** to continue to the microphone test.



3. Speak into the microphone. If you don't hear audio replay, use the drop-down menu or click **No** to switch microphones until you hear the reply. Click **Yes** when you hear the replay.

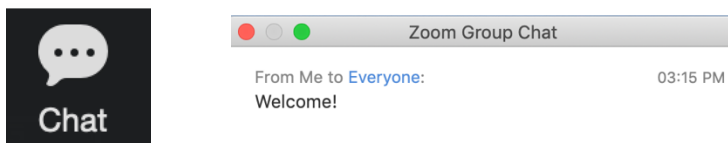


4. Click 'Join with Computer Audio'
5. Unmute your microphone and camera with the icons in the lower left corner.



## Chatting in Zoom

1. To start Chatting with Everyone or Privately, you will click 'Chat' in the toolbar. This will display the chat box where you can choose to chat with other participants.



## Sharing Your Screen in Zoom

The host and attendees can share by clicking on the 'Share' icon.



1. Choose the item you wish to share.
2. Check 'Share Computer Sound' if you are playing a video
3. Click Share.

