

Zoom Guide for Students

1. To join in the eCCA/LIVE session with your teachers, you will need the following:
 - a desktop computer / laptop / tablet / mobile phone (with the Zoom app installed)
 - earphones or headphones
 - a built-in or standalone microphone
 - a built-in or standalone webcam

2. You will be able to join in the eCCA/LIVE session in the following ways:
 - Zoom application downloaded to your desktop / laptop
 - The Zoom application can be downloaded from the following website:
<https://zoom.us/download>
 - Zoom app downloaded to your mobile phone
 - The Zoom application can be downloaded from Google Play Store (Android) or the App Store (iPhone)
 - Web browser (Google Chrome / Safari)

3. You need to log in to **SLS** before your session. You will see the following in SLS from your teachers:

Ms Nadine Soraya is inviting you to a scheduled Zoom meeting.

Topic: Ms Nadine Soraya's Zoom Meeting

Time: Jul 8, 2020 07:45 PM Singapore

Join Zoom Meeting

<https://moe-singapore.zoom.us/j/7933059722>

Meeting ID: 793 305 9722

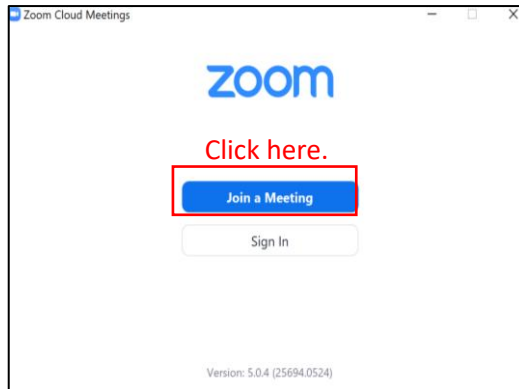
Password: 1iGONq

 → You will be asked to type these details when joining in the session.

Joining in the Zoom session via the Zoom app on your desktop / laptop

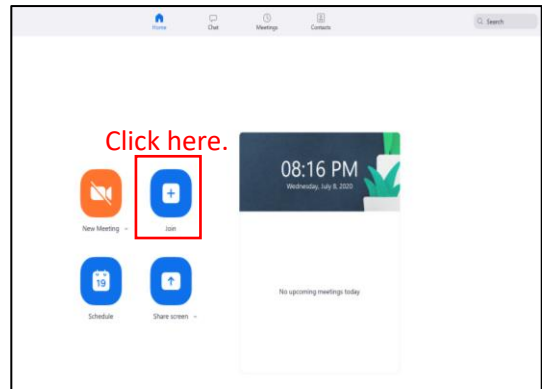
Step 1: (i) Open the Zoom app on your desktop / laptop.

If you are not signed in,
you will see the following screen:



(ii) Click on "Join a Meeting".

If you are signed in,
you will see the following screen:



(ii) Click on "Join".

Step 2: (i) Type in the Meeting ID that was given to you in SLS.
(ii) Type in your name and your class.

Example:

Your Name: Amy Tan

Your Class: 6 Charity

Your Zoom name will be: Amy Tan 6C

(iii) Click on "Join".

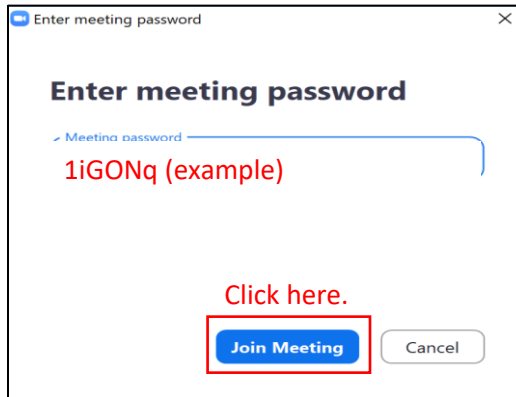
Not signed in

A screenshot of the Zoom "Join Meeting" dialog box for a user not signed in. The "Meeting ID" field contains "793 305 9722" and is highlighted with a red box. The "Your Name" field contains "Amy Tan 6C" and is also highlighted with a red box. Below the name field, there are three checkboxes: "Remember my name for future meetings", "Do not connect to audio", and "Turn off my video". The "Join" button is highlighted with a red box and has the text "Click here." written in red next to it. A "Cancel" button is also visible.

Already signed in

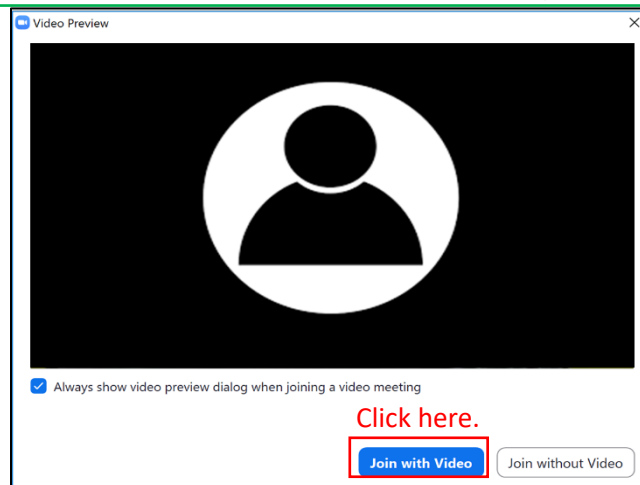
A screenshot of the Zoom "Join Meeting" dialog box for a user already signed in. The "Meeting ID" field contains "793 305 9722" and is highlighted with a red box. The "Your Name" field contains "Amy Tan 6C" and is also highlighted with a red box. Below the name field, there are three checkboxes: "Do not connect to audio", "Turn off my video", and "Remember my name for future meetings". The "Join" button is highlighted with a red box and has the text "Click here." written in red next to it. A "Cancel" button is also visible.

- Step 3: (i) Type in the password that was given to you in SLS.
(ii) Click on “Join Meeting”.

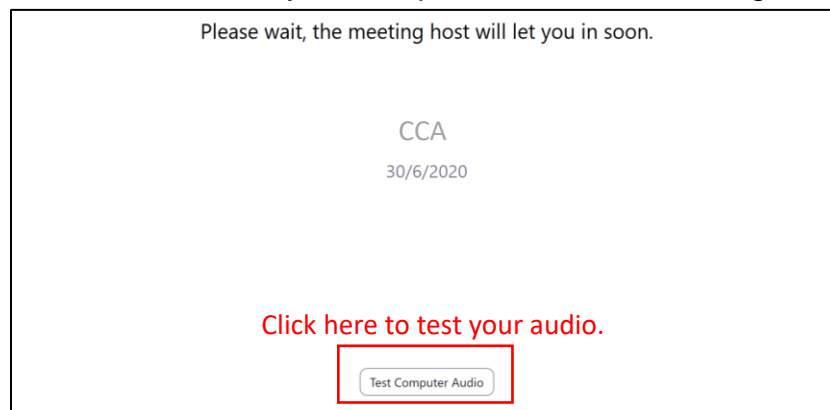


- Step 4: Click on “Join with Video”.

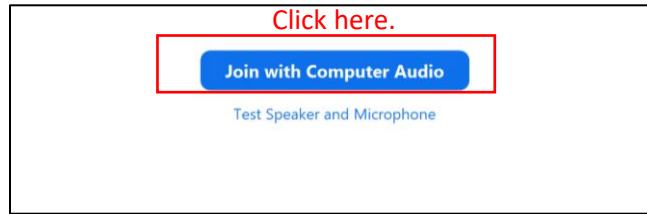
Note:
You will need to have your camera switched on during the Zoom session.



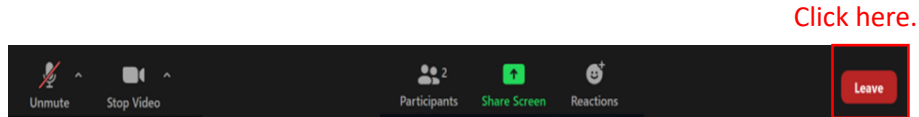
- Step 5: You will see this screen as you wait for the teacher to admit you into the Zoom session. You can test your computer audio while waiting.



Step 6: Click on “Join with Computer Audio” when prompted.



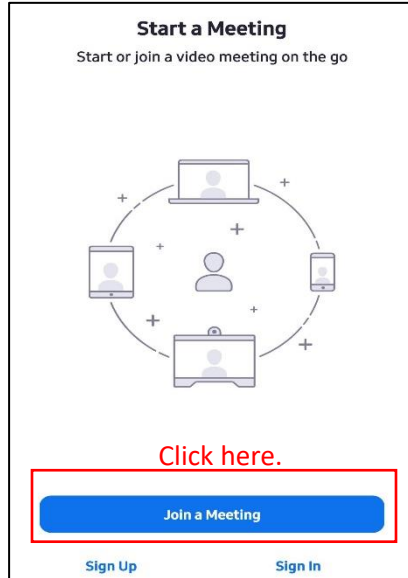
Step 7: At the end of the Zoom session, click on “Leave” at the bottom of the screen
(END) to end the session teachers.



Joining in the Zoom session on your mobile phone

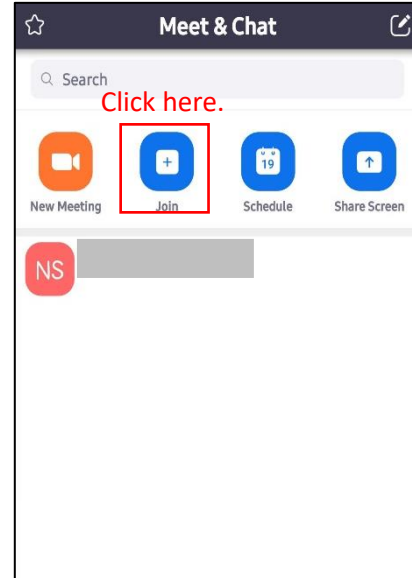
Step 1: (i) Open the Zoom app on your mobile phone.

If you are not signed in,
you will see the following screen:



(ii) Click on "Join a Meeting".

If you are signed in,
you will see the following screen:



(ii) Click on "Join".

Step 2: (i) Type in the Meeting ID that was given to you in SLS.

(ii) Type in your name and your class.

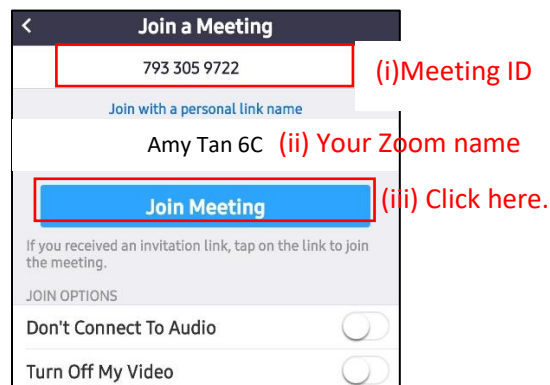
Example:

Your Name: Amy Tan

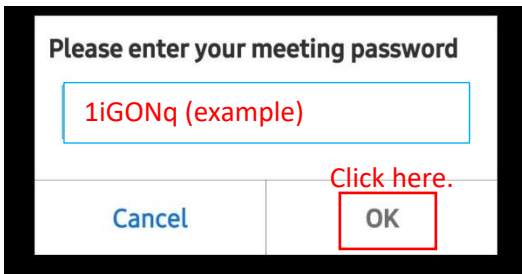
Your Class: 6 Charity

Your Zoom name will be: Amy Tan 6C

(iii) Click on "Join Meeting".

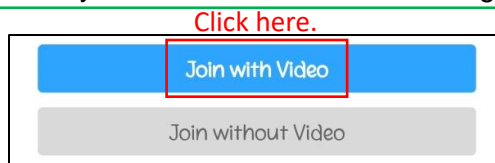


- Step 3: (i) Type in the meeting password that that was given to you in SLS
(ii) Click “OK”.

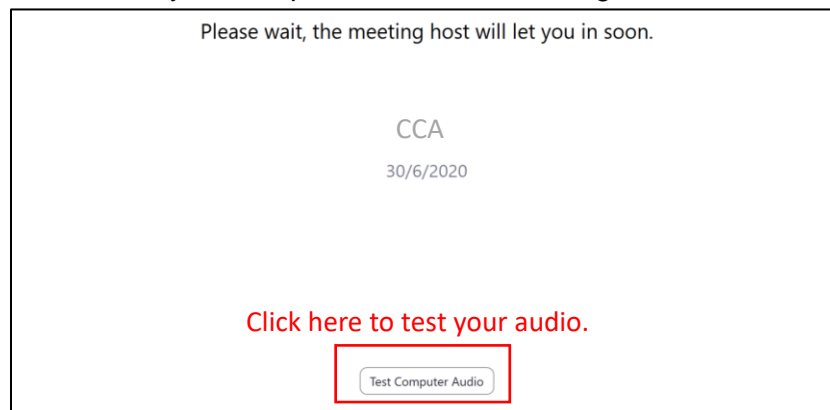


- Step 4: Click on “Join with Video”.

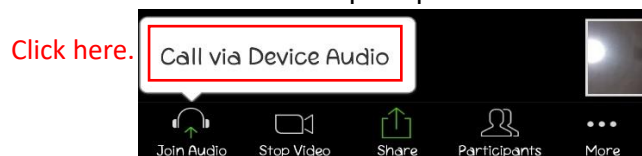
Note: You will need to have your camera switched on during the Zoom session.



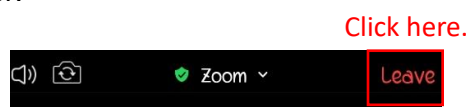
- Step 5: You will see this screen as you wait for the teacher to admit you into the Zoom session. You can test your computer audio while waiting.



- Step 6: Click on “Call via Device Audio” when prompted.



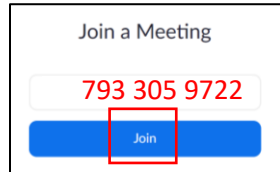
- Step 7: At the end of the Zoom session, click on “Leave” at the top of the screen to end the session with your teacher.
(END)



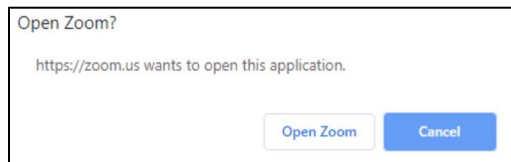
Joining in the Zoom session via your web browser

Google Chrome

- Step 1: Open Google Chrome.
- Step 2: Go to the following website: join.zoom.us
- Step 3: Enter the Meeting ID that given to you in SLS and click “Join”.

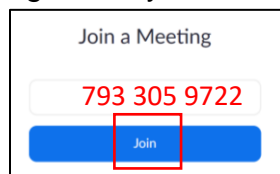


- Step 4: Click Open Zoom Meetings (PC) or Open zoom.us (Mac). You need to click this option every time you try to launch Zoom from a web browser.

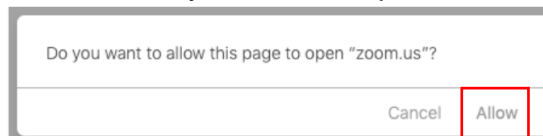


Safari

- Step 1: Open Safari.
- Step 2: Go to the following website: join.zoom.us
- Step 3: Enter the Meeting Id that given to you in SLS and click “Join”.

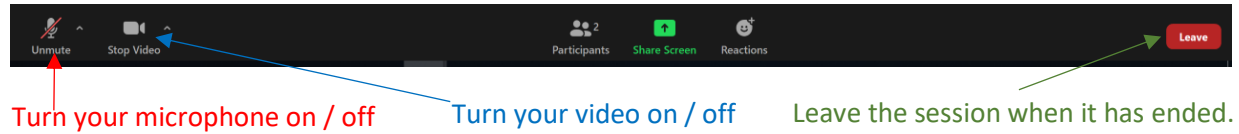


- Step 4: Click “Allow” when asked if you want to open zoom.us.



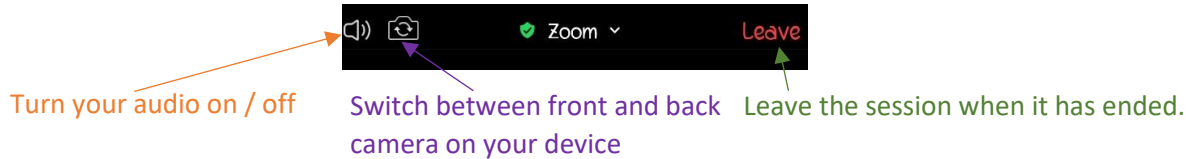
Other important reminders / features:

1. Zoom tool bar (desktop / laptop) – found at the bottom of your screen

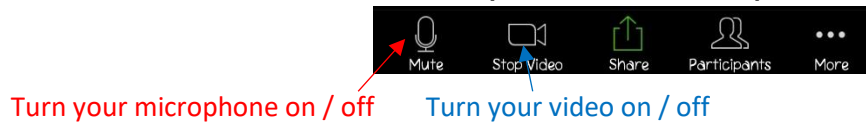


2. Zoom tool bars (hand phone)

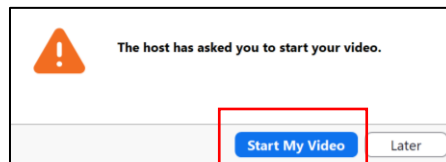
(top of screen)



(bottom of screen)



3. Your teacher will ask you to switch on your camera if it is not switched on.
Click on “Start My Video” if asked.



4. Your teacher will ask you to unmute your microphone if it has been muted.
Click on “Unmute” if asked.

