

Zoom Live Learning Student Guide

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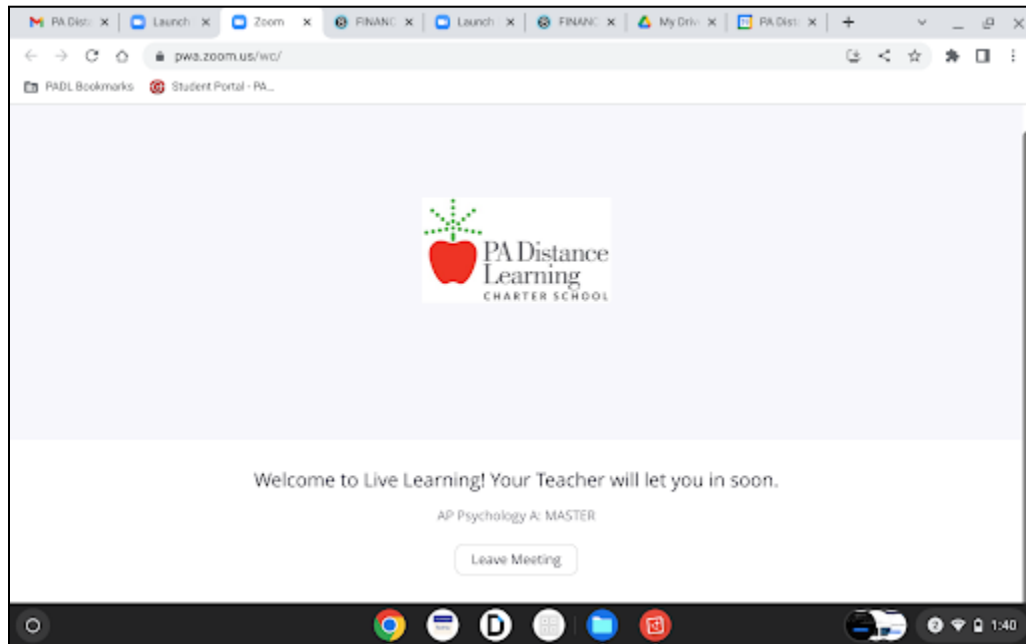
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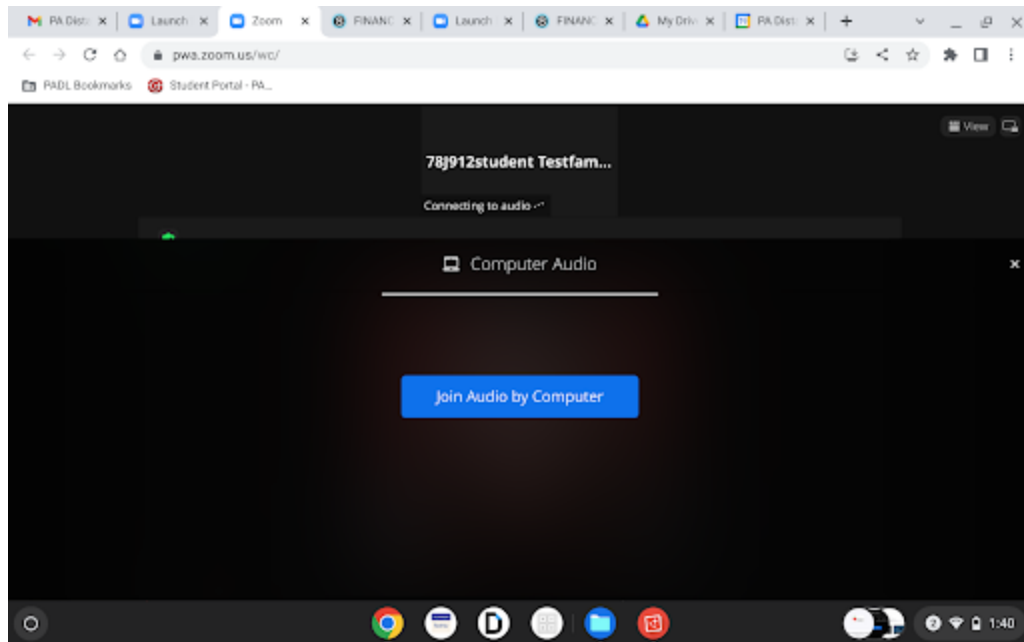
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Entering a Live Learning Session.

1. Your live learning classes are listed on your Google calendar. Click on the calendar event to get the link to join. When you click on the link to enter your live learning session your screen will look like this:



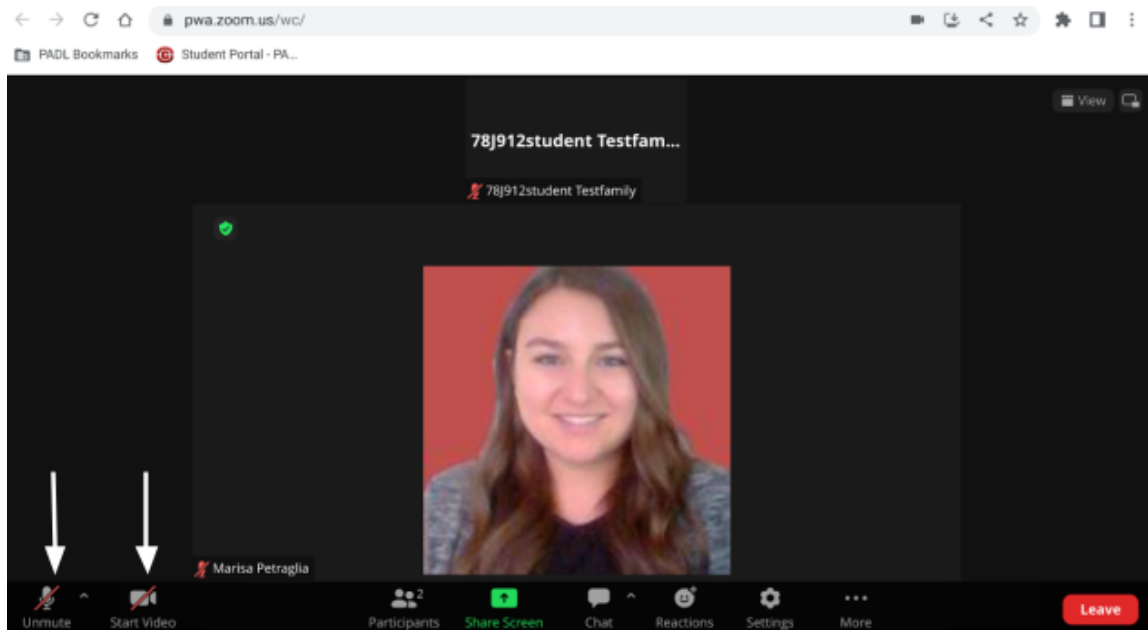
2. This message means you are **in the waiting room** and your teacher has been notified. They will let you into class when they are ready to begin.
3. Once your teacher has let you in, you will click "**Join Audio by Computer**" as seen below:



4. You should now be able to hear your teacher speaking and see the menu bar at the bottom of your screen. Click the chat menu to start chatting with your teacher and classmates.

Turning on Microphone and Video

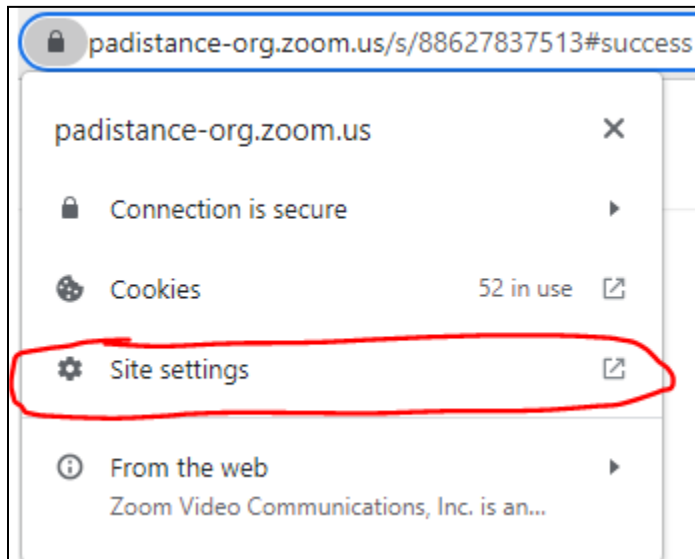
1. On the bottom menu bar, click **Unmute** or **Start Video** to start your microphone or video so your teachers can hear or see you



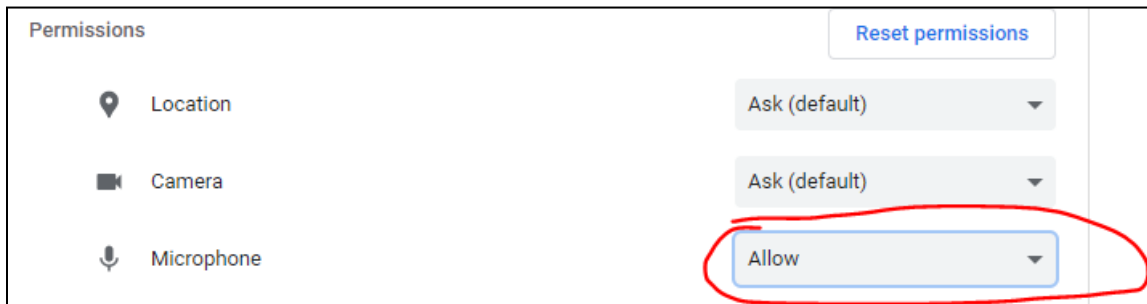
*If you see the yellow triangle next to your microphone, go to your URL bar in your browser. Click on Sites settings



go to your URL

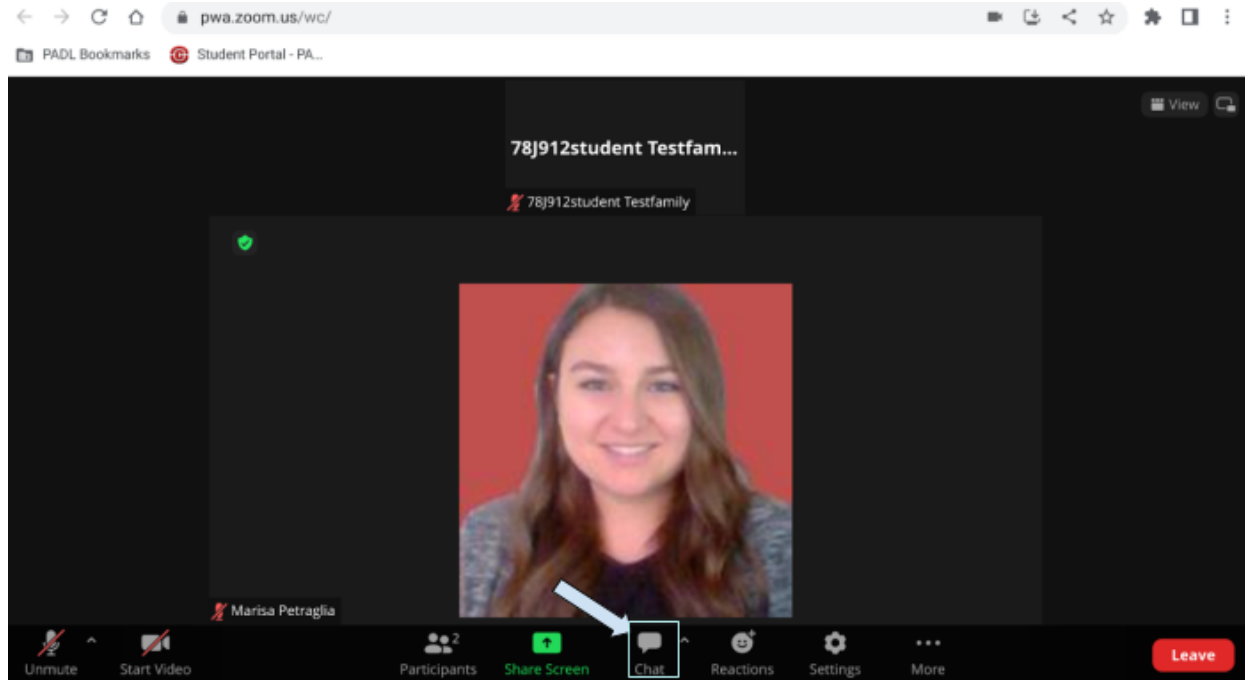


Next to microphone, select Allow

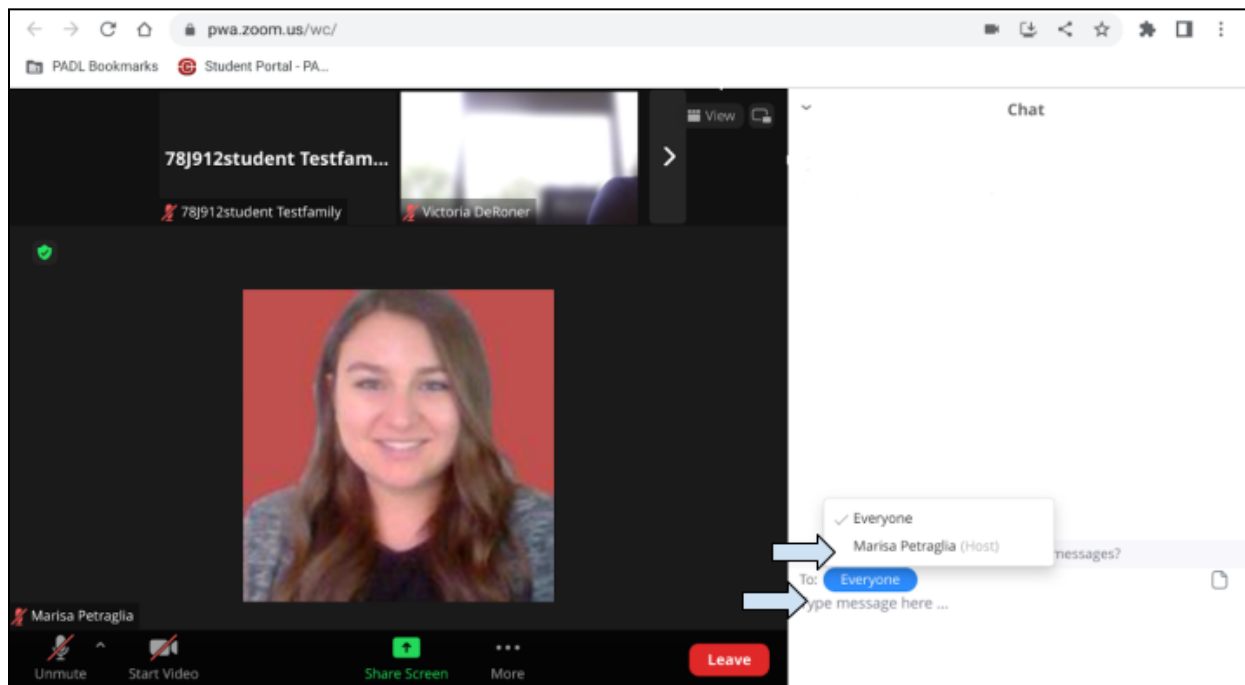


Chat

1. On the bottom menu bar, click "**Chat**" to start typing to your teacher.

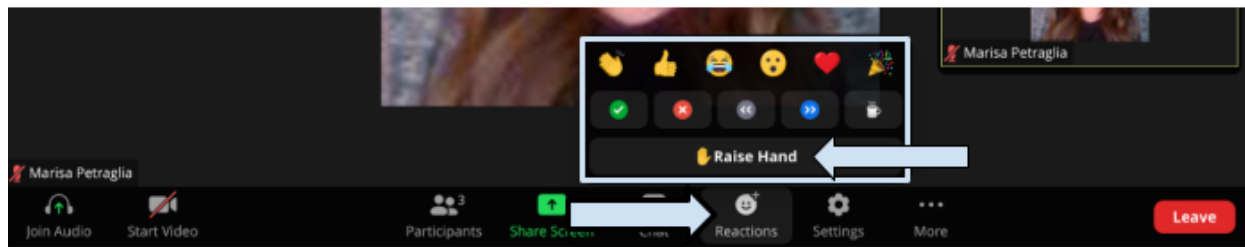


2. The chat menu will open on your right. You can type a message to **"Everyone"** so your teacher and classmates can see, OR click the blue **"Everyone"** button and select just your teacher to send them a direct message.



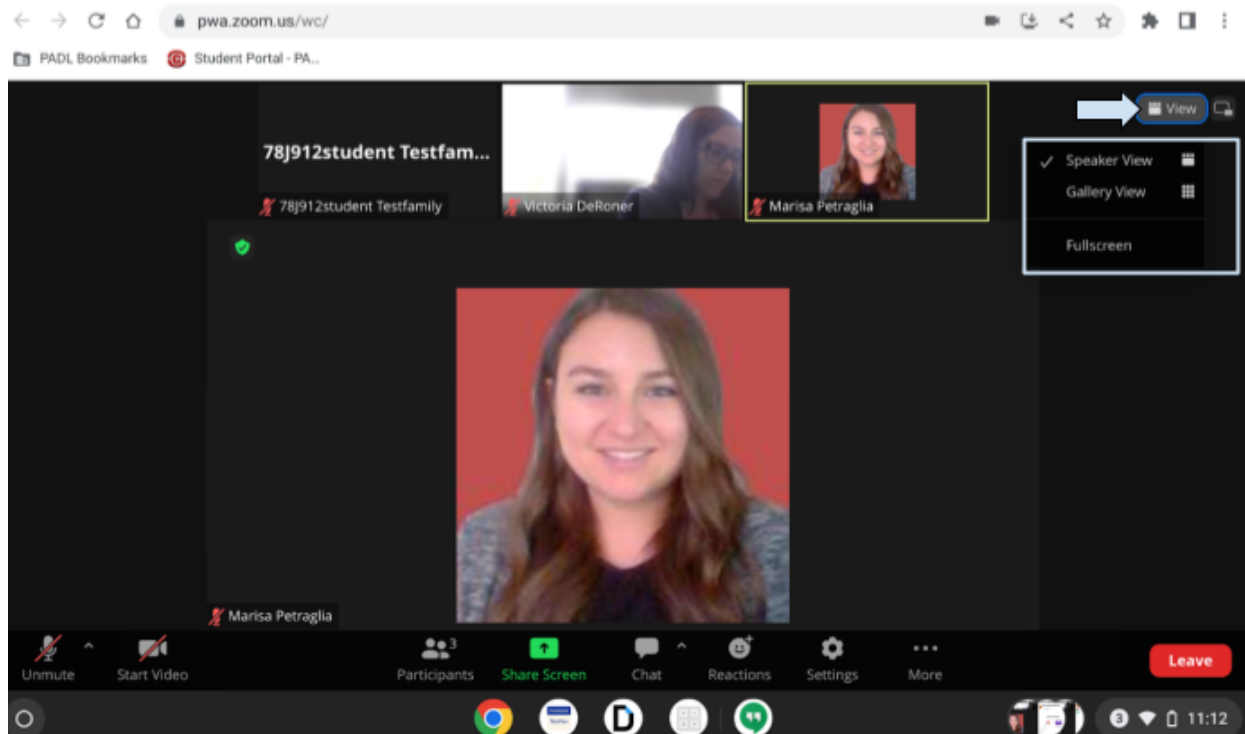
Reactions

1. Click the **Reactions** button on the menu bar at the bottom of the screen.
2. Choose from the icons or emojis to give feedback to the host.
3. Click on **Raise Hand** to request to turn on your audio or video.



Change Views

1. To change views, select **View**
 - **Speaker View** or **Fullscreen** are the best options to choose for class.
 - **Gallery View** could be used during a full class discussion.



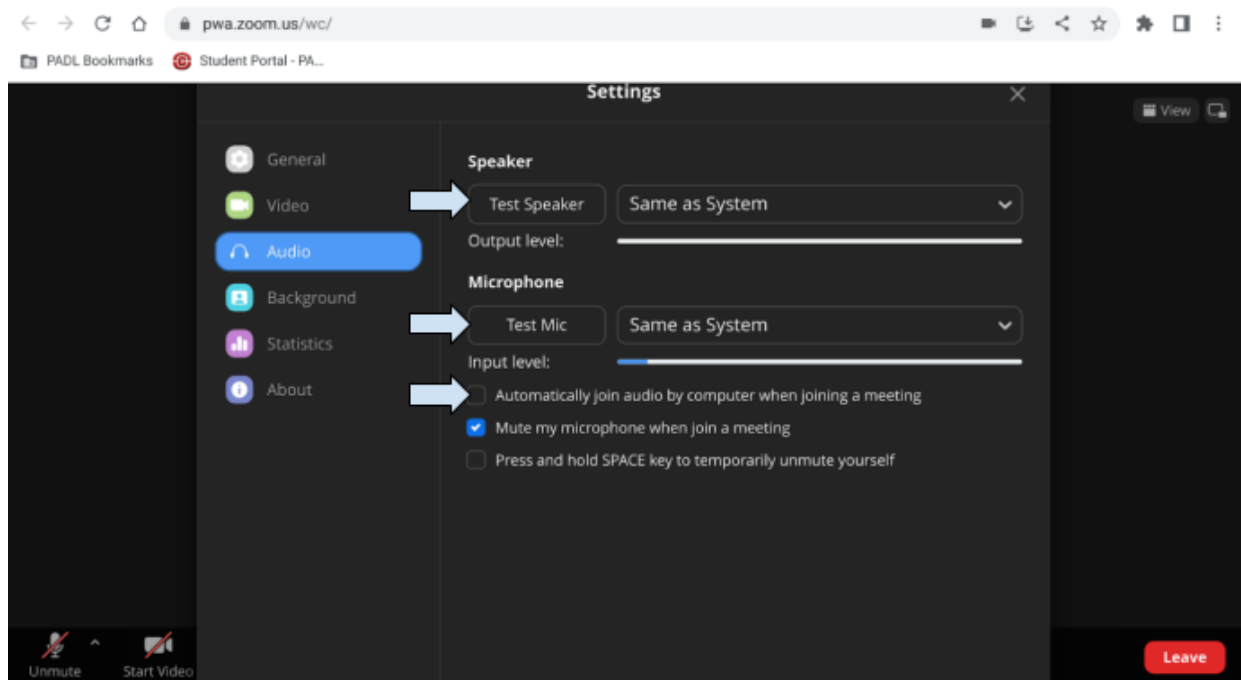
Settings

Optional: To customize the reaction skin tone for your thumbs up emoji, click on **Settings** and select your reaction skin tone



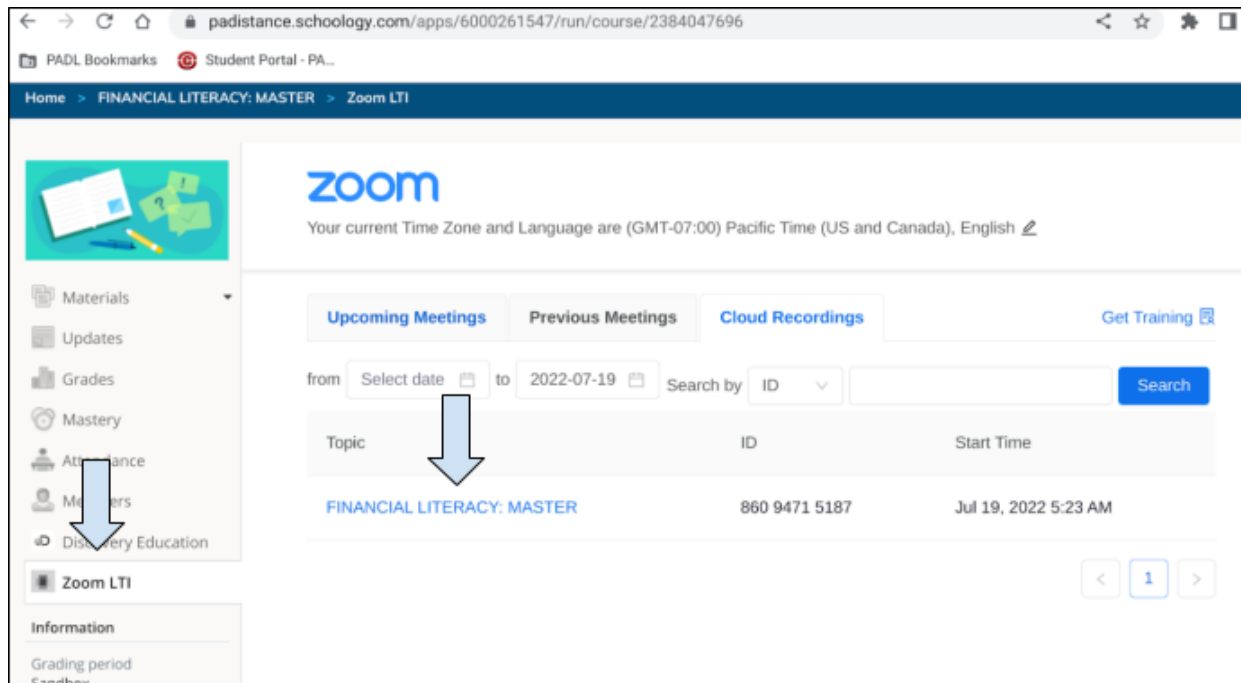
Audio Settings

1. To test your speakers and microphone, click on **Audio**. Then, Click **Test Speaker** and/or **Test Mic**.
2. Check the box next to **Automatically join audio by computer when joining a meeting** so that you can always hear when you enter a meeting.



Watch a Course Recording

1. Go to your course in the LMS (Schoology)
2. Click on **Zoom LTI**
3. Select the recording you want from the list by looking at the date/time.

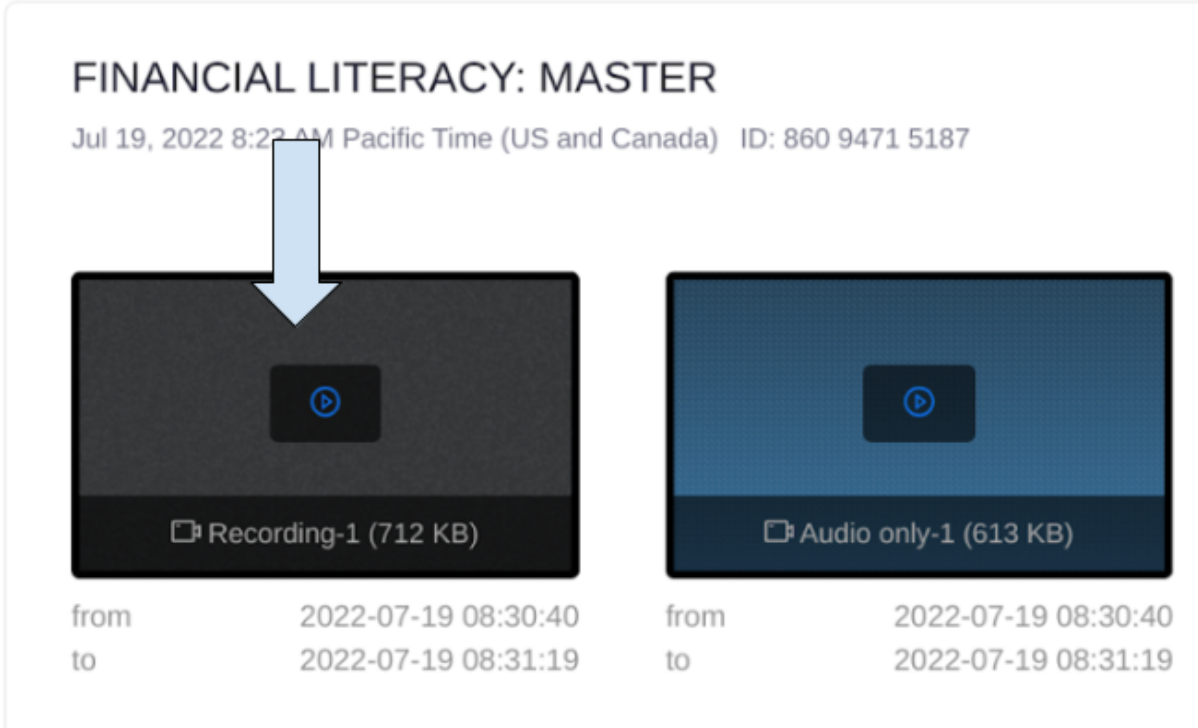


Click on the Recording

Course Recordings > Recording Details

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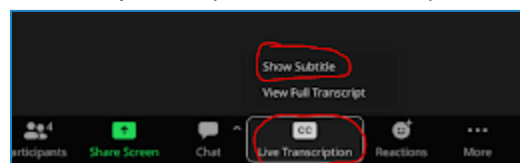
Jul 19, 2022 8:22 AM Pacific Time (US and Canada) ID: 860 9471 5187



Recording Name	Size	From	To
Recording-1	712 KB	2022-07-19 08:30:40	2022-07-19 08:31:19
Audio only-1	613 KB	2022-07-19 08:30:40	2022-07-19 08:31:19

Turn on Closed Captioning

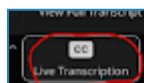
1. If your teacher has enabled Auto-Transcription, you will see an icon on your menu called “Live Transcription” (Pictured below)



2. Choose “Show Subtitle” to start closed captioning

If live transcription is **not** enabled, you can request the host enable for the session.

1. Click Live Transcript . You will be prompted to confirm your request to have live transcription enabled by the host.



- a. (Optional) Click Ask Anonymously to make this request without your name tied to it. The host will just be notified that a participant would like this feature enabled.

2. Click Request to confirm. If the host approves the request, live transcription will begin.