

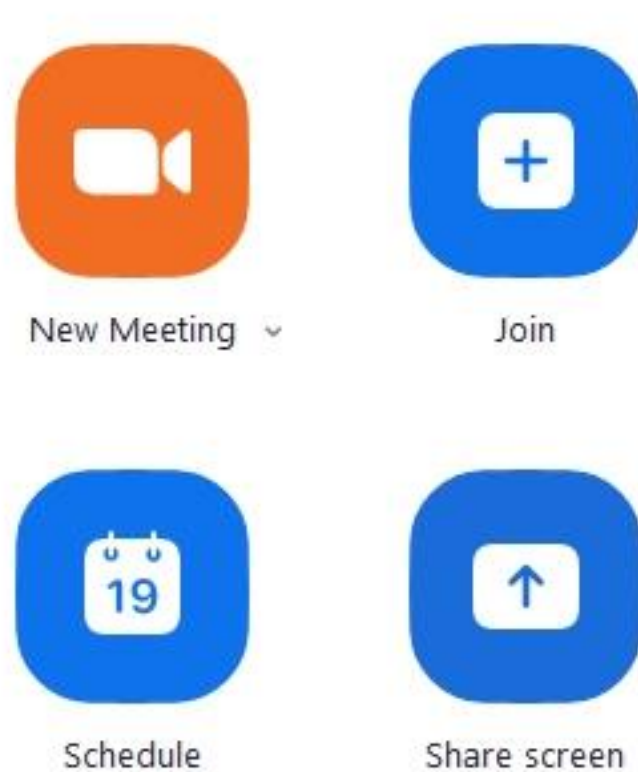
This is a tutorial which will help you use zoom for online meetings and online classes

Zoom requires an email address and password for sign up purpose.

Create a zoom account using your email address and select a password for a zoom account.

Once you sign up login to zoom software application using your email address and password.

After signing up the following screen will appear.



New meeting means you can start a new meeting or an online class.

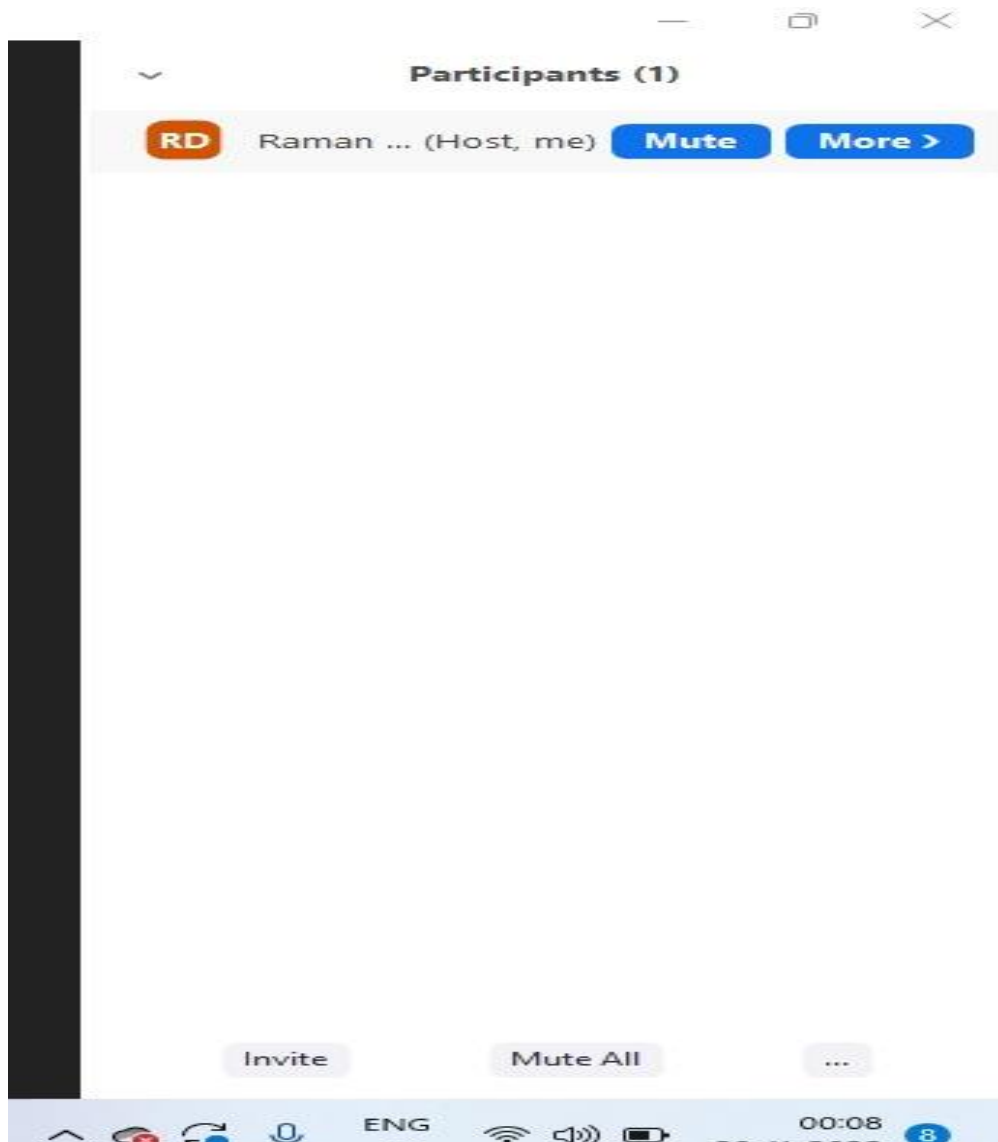
Join means you can join a running meeting

Schedule means you can schedule a meeting

Share screen means you can share your screen

After you start a new meeting you will find participants on the right side

When a new user will join the meeting you will find something like this

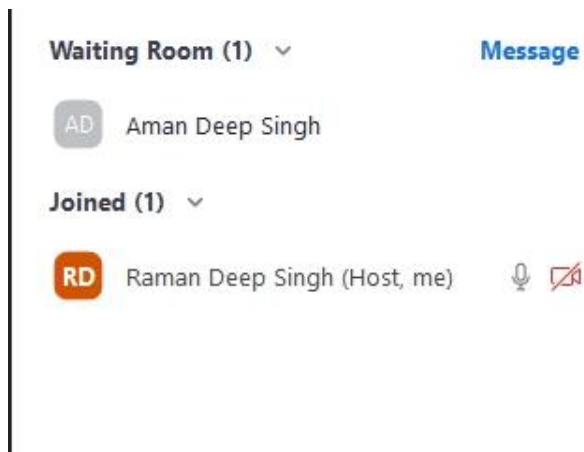


When another user joins your meeting user appears in waiting room and it is your choice to make him enter the meeting or not

If you select admit another user will join meeting else he cannot join the meeting

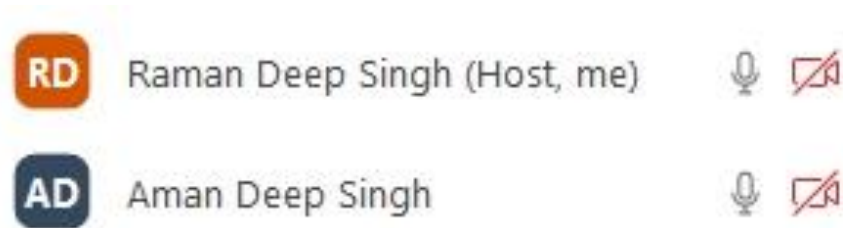
After clicking admit button you will see two participants in the participants area and you can talk among yourself or have a chat.

This is the new status of participants area



After you select admit button

You will see following window



You can also share your screen with other user through share screen but only the person who is host can share his screen.

Now the person who is host can make other person host through Make Host link which appears when you click on a participant name.