

Aspergers Victoria Zoom Instructions:

Thank you for joining us in this new virtual way of meeting.

We hope to continue our community gatherings online while in-person gatherings are discouraged or banned during the COVID-19 pandemic.

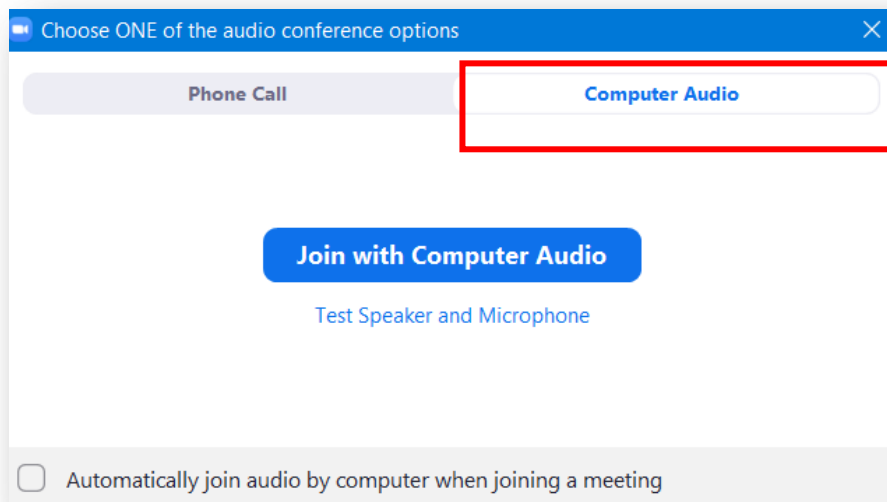
Thank you for your patience.



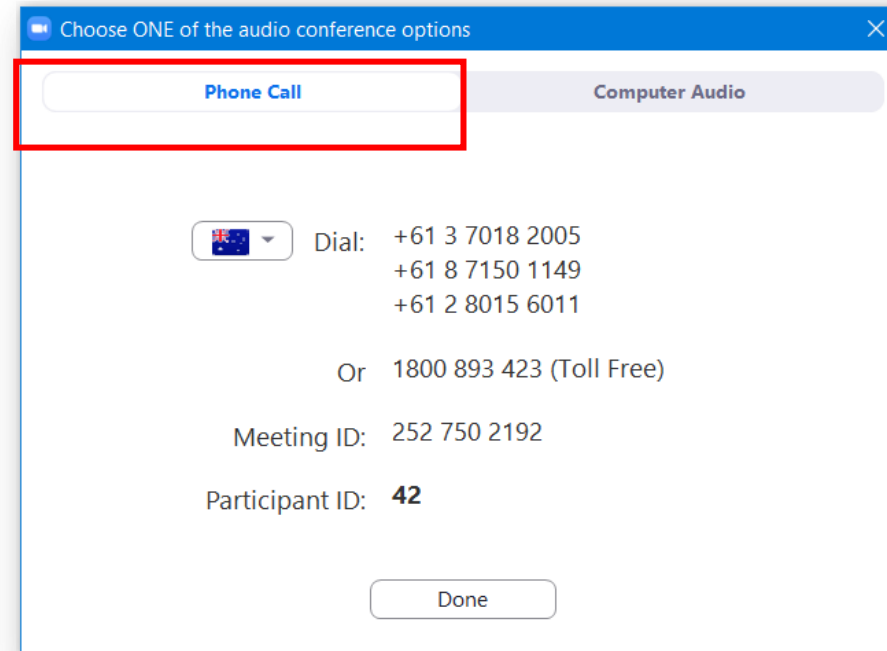
Accessing audio



Access audio either via **computer audio (better option)** (i.e. headset plugged into your computer) OR via **phone call**



OR



If you are joining via computer audio ensure to test you speaker and microphone

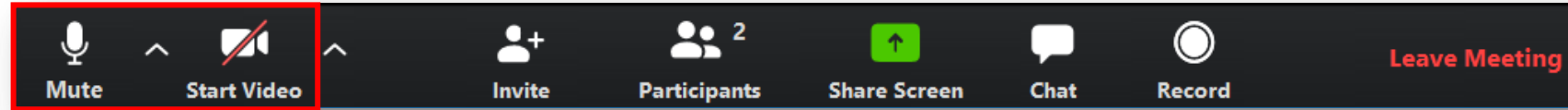
! Please note, using some dial-in numbers may result in additional financial costs to you.

<https://zoom.us/zoomconference/rates>

Zoom toolbar – Mute & Start Video



The Zoom toolbar allows you to interact during your meeting.

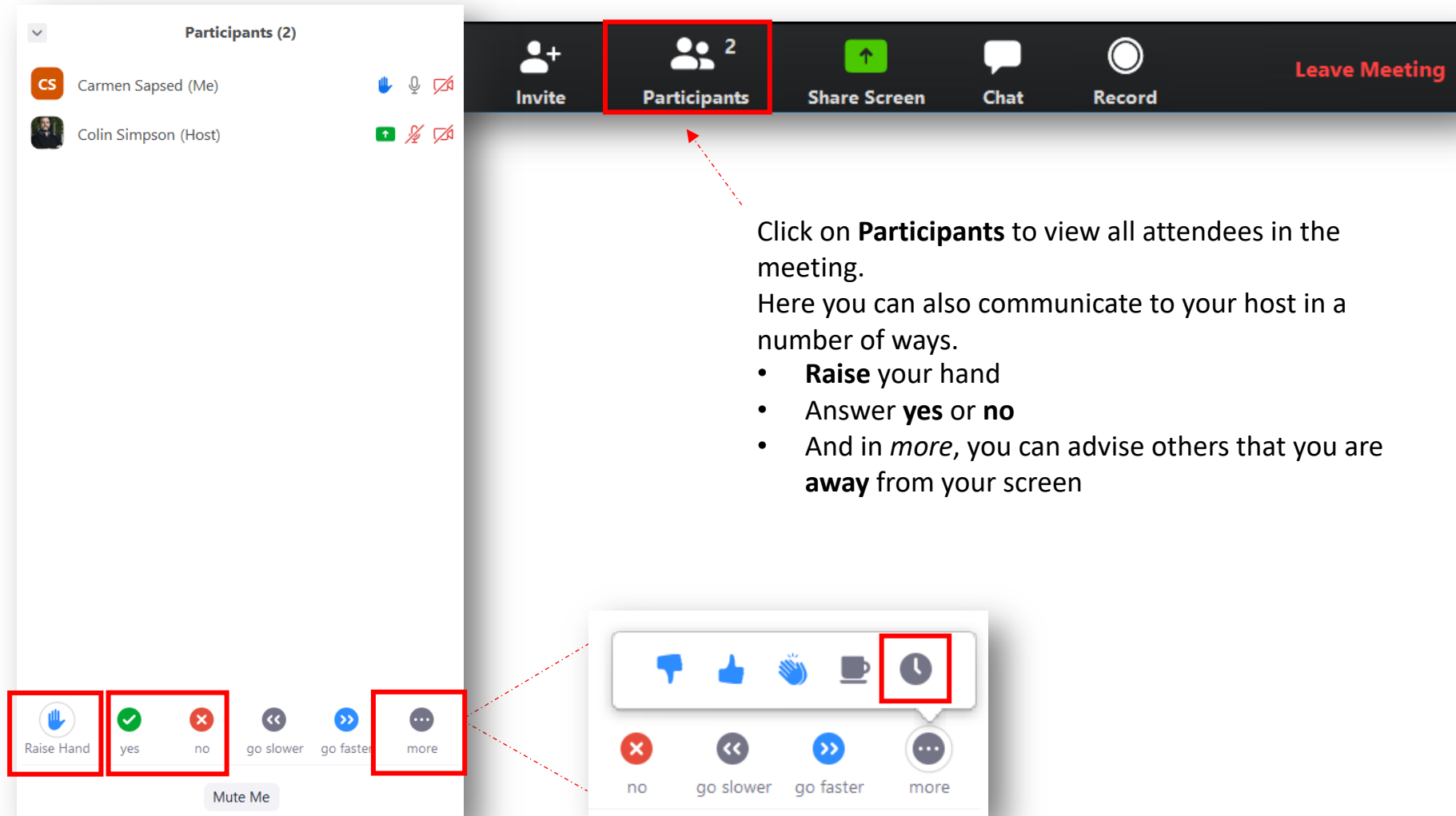


Click the **Mute** icon to turn off your microphone. Click again to unmute.

It is advisable to remain on mute at all times unless you are speaking.

Click on the **Start Video** icon if you want to connect your webcam. Click again to disconnect.

Zoom toolbar - Participants

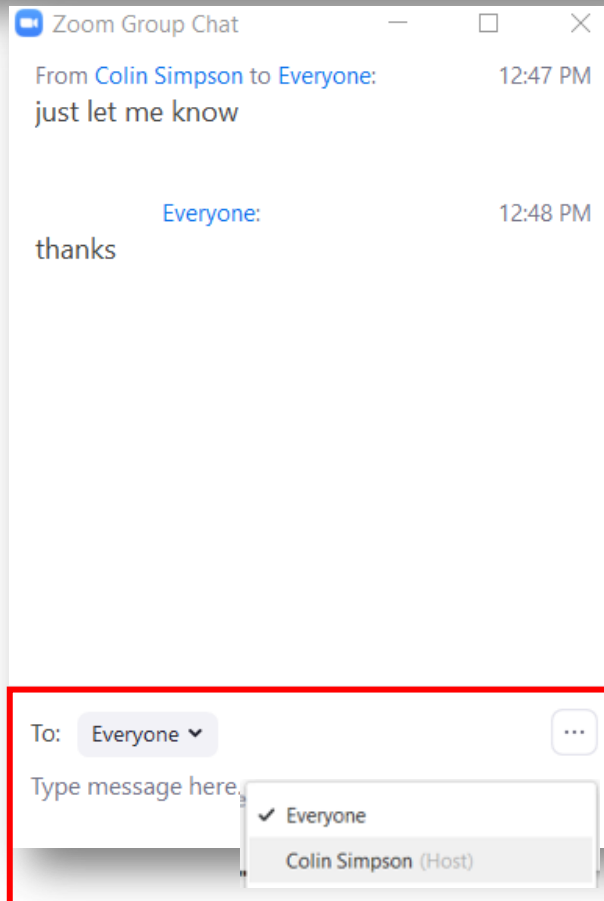
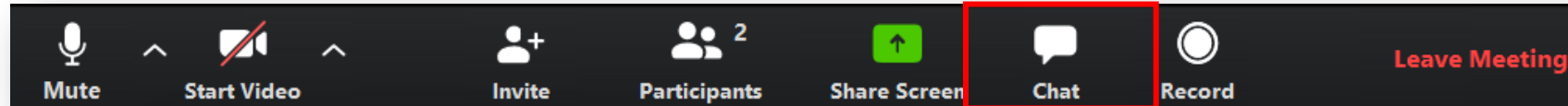
The image shows the Zoom interface. On the left is a list of participants: "Participants (2)" with "Carmen Sapsed (Me)" and "Colin Simpson (Host)". On the right is the Zoom toolbar with icons for "Invite", "Participants" (highlighted with a red box), "Share Screen", "Chat", "Record", and "Leave Meeting". Below the toolbar, a callout box explains the "Participants" icon. At the bottom, another callout box shows a zoomed-in view of the bottom toolbar, highlighting the "Raise Hand", "yes", "no", "go slower", "go faster", and "more" icons, with a red box around the "more" icon.

Click on **Participants** to view all attendees in the meeting.

Here you can also communicate to your host in a number of ways.

- **Raise** your hand
- Answer **yes** or **no**
- And in *more*, you can advise others that you are **away** from your screen

Zoom toolbar - Chat



Click on **Chat** to ask questions or create a discussion within your meeting.

You can choose to send a chat message to **everyone** or **specific participants**.