| Sc | I | E | N | Ce | **Engagement Programs** |

yorku.ca/science/youth-programs

Setup Instructions for Zoom

Students enrolled in York University Science Engagement Online Programs this summer will use Zoom to join their class online.
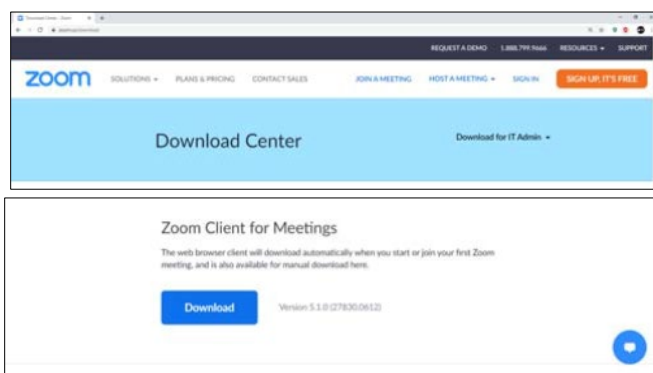
Basic Requirements

- A computer
- An internet connection
- A web browser, we recommend Google Chrome.

Downloading Zoom

You will need to download Zoom on your computer.

1. Go to the Download Zoom webpage and under *Zoom Client for Meetings* click on the **Download** button.
2. This will download a file that you can run to install Zoom.

Joining a Zoom Meeting

Before your online program, you will be sent an invitation for the Zoom session that will be used to host the class. This will include a **Meeting ID** and a **Meeting Password**.

1. At the beginning of class, go to the YorkU Zoom website and click on **Join a Meeting**.
2. Type in the Meeting ID provided to you.

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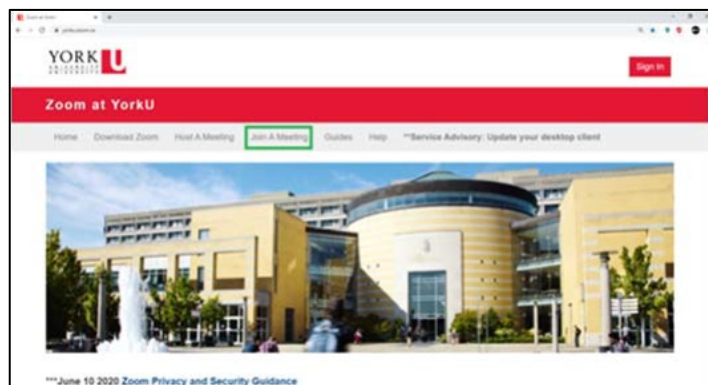
3. This will bring you to a page that asks you to open Zoom. Click **Open Zoom Meetings**.
4. A dialog will appear for you to enter the provided Meeting Password.
5. When you join a meeting, you will have to provide a Zoom name. Your Zoom name must be the first name and last initial of the student enrolled in the class in order to be admitted.
6. If you see a message saying "Please wait for the host to start this meeting", it means that the class has not started yet. Try again in a few minutes.
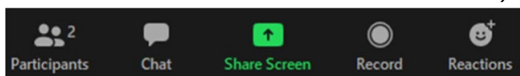7. When you need help, click on the **Raise Hand** button on the bottom of the screen.

Using Zoom

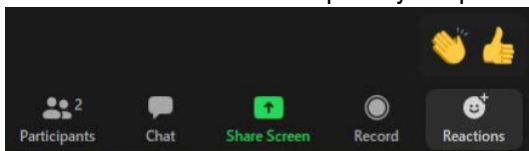Practice using these Zoom features before the first day.

- **Enabling Video and Voice** – we highly recommend that you turn on your microphone and webcam to enhance your experience
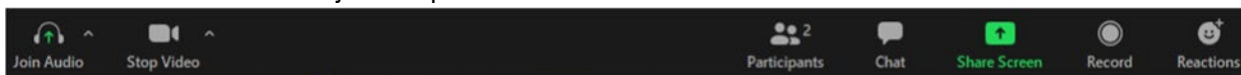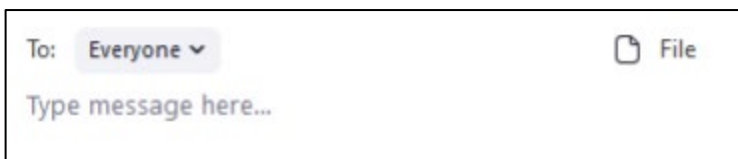

- **Toolbar** – at the bottom of the screen, there are buttons to do some common tasks

- **Reactions** – use this to quickly respond to questions

- **Chat** – Click the Chat button to open the Chat Window. You can sent a message to the whole group, or directly to an instructor.

Participants Actions – Click the Participants button to open the Participants Window where you can see a list of everyone in the call. At the bottom of the Participants Window, there are additional reactions.

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- **Screen Sharing** – sometimes, it may be useful to show your screen to the class or the Instructors. Click the Share Screen button, and a window will appear. This window has a list of every screen and application that you can share. Click on the one you want to share and click the blue share button on the bottom right.
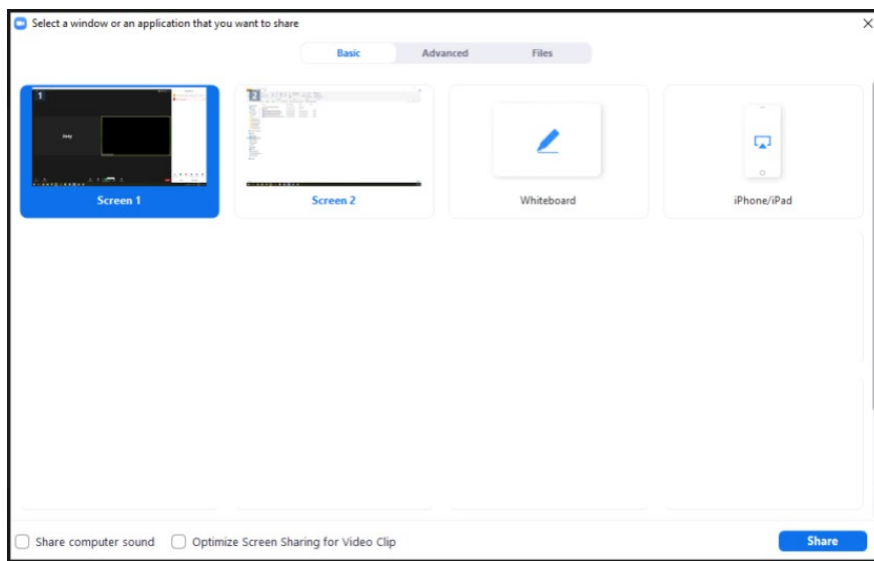
If you are having trouble at any point of these instructions, you can email us at explore@yorku.ca.

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