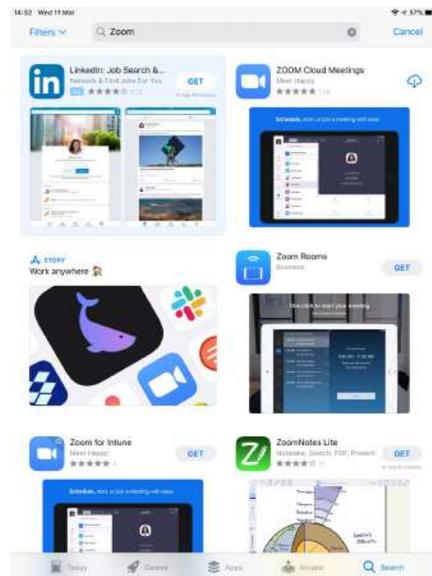


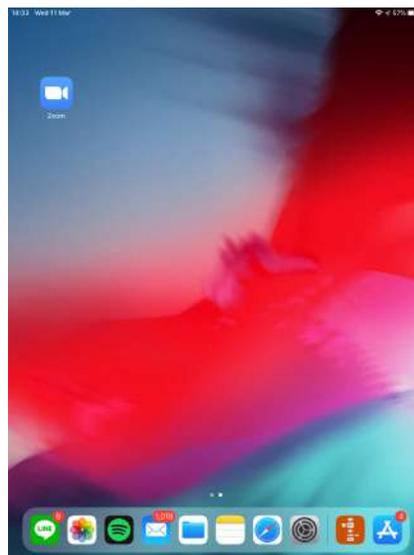
Operating system : IOS

1.1 How to download Zoom application

- **Search “Zoom” application in App Store and click download**

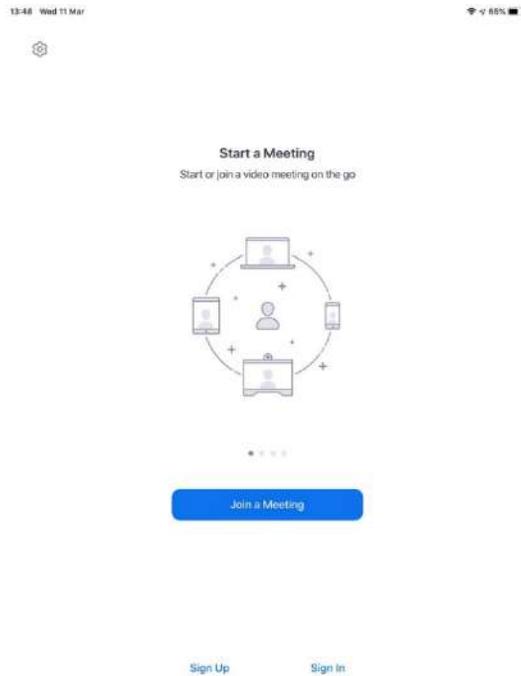


- **You will see Zoom application in your device**

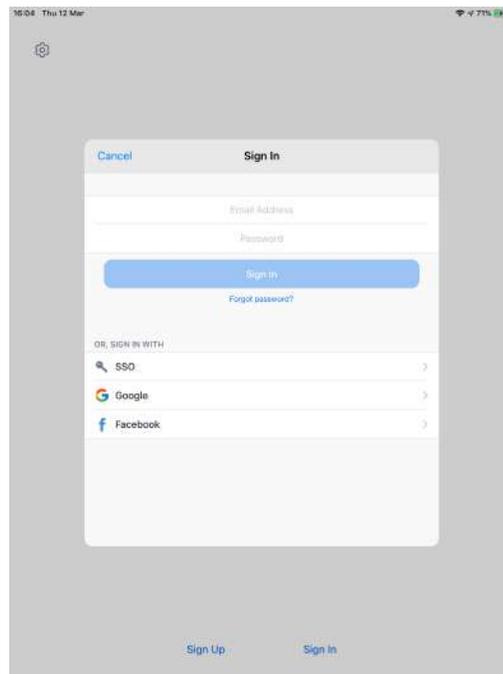


1.2 How to sign in Zoom application

- Click "Sign in"

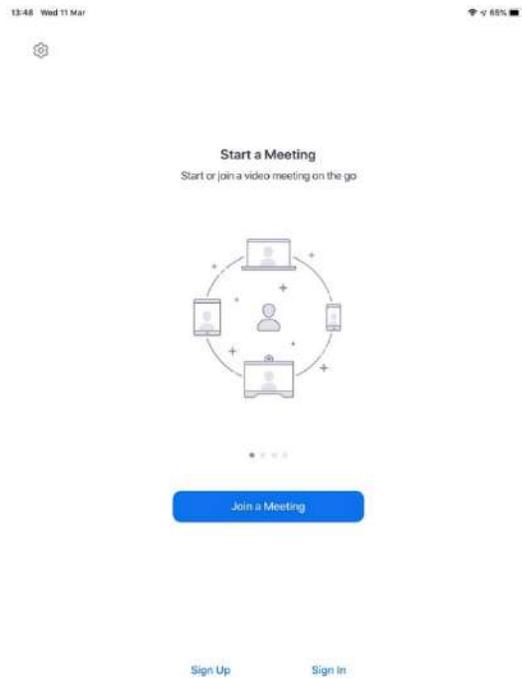


- Sign in with your account

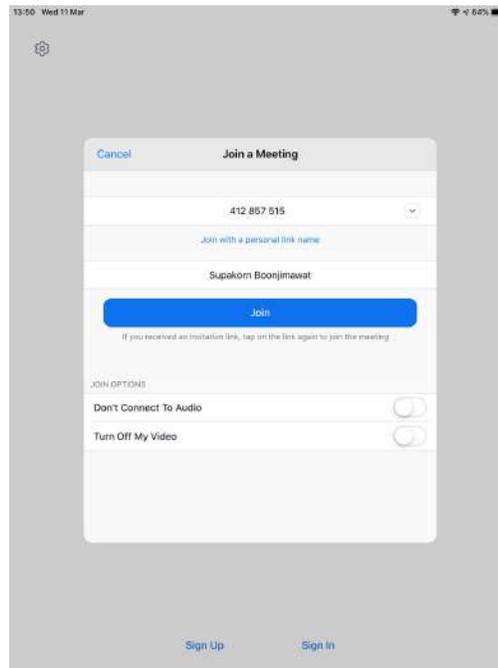


1.3 How to join the meeting

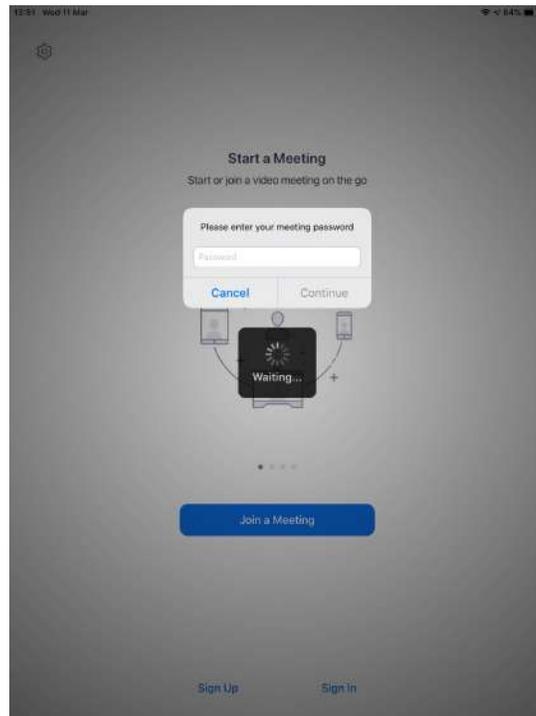
- Click "Join a Meeting"



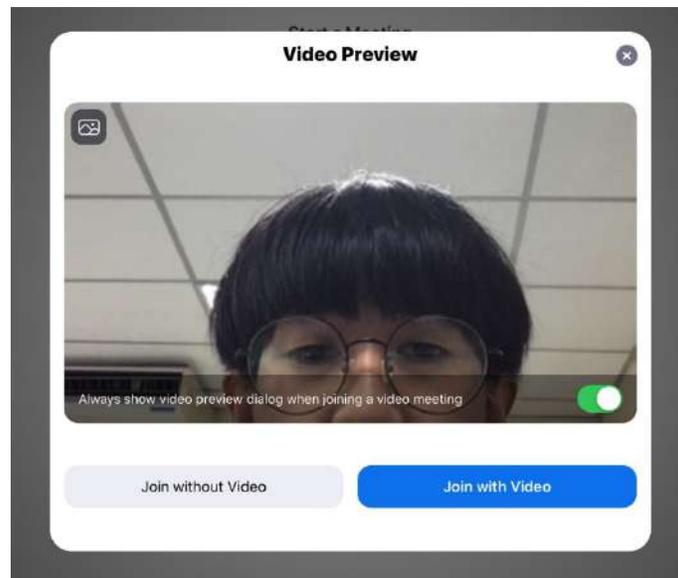
- Type the "Meeting ID" and "your name" and then click "Join"



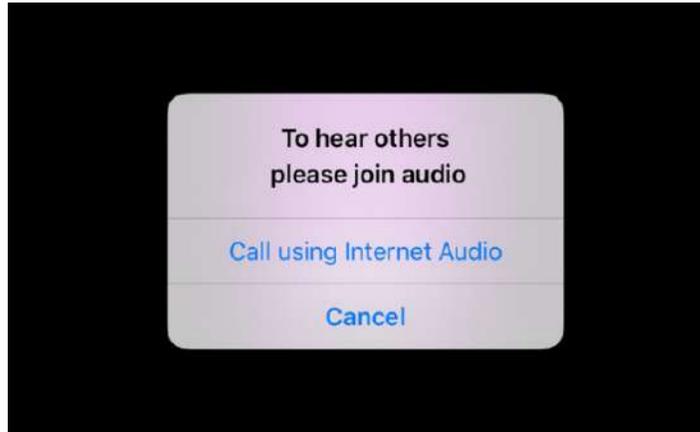
- If the meeting room require for password, you must type the password and click “Continue”



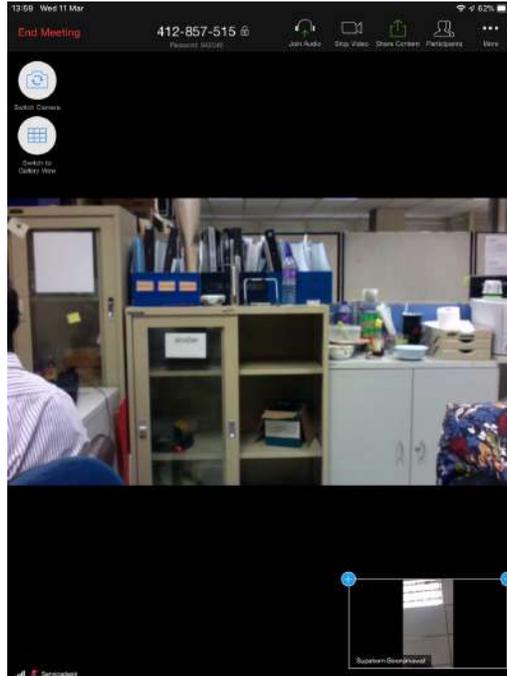
- If you want to join the meeting with VDO click “Join with VDO” and If you **don't** want to join the meeting with VDO click “Join without VDO”



- Click “Call using Internet Audio”

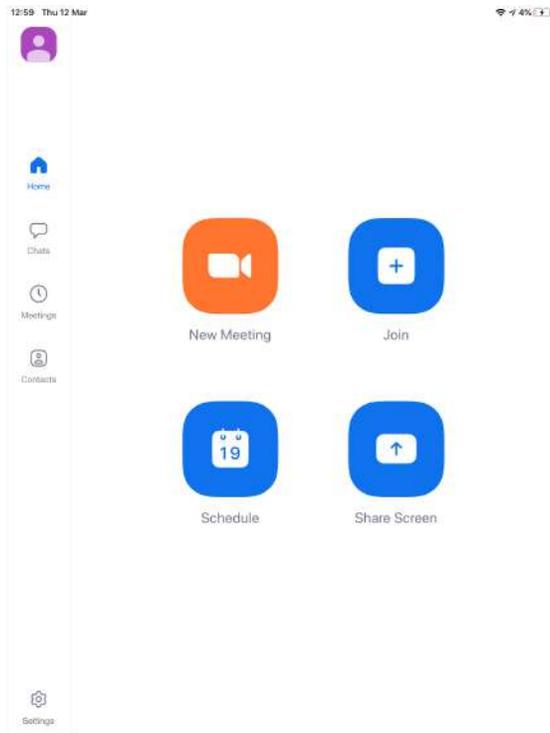


- You will get this screen

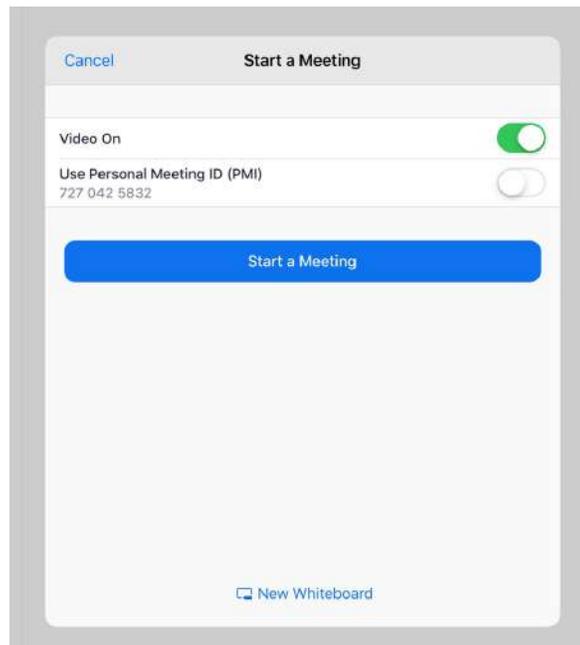


1.4 How to create the meeting room

- Click "New Meeting"

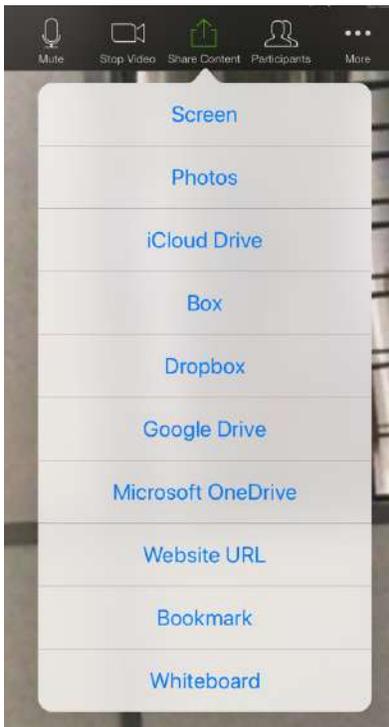


- Click "Start a Meeting"



1.4.1 Share content function

- Choose the file location that you want to share



- Click "Start Broadcast"



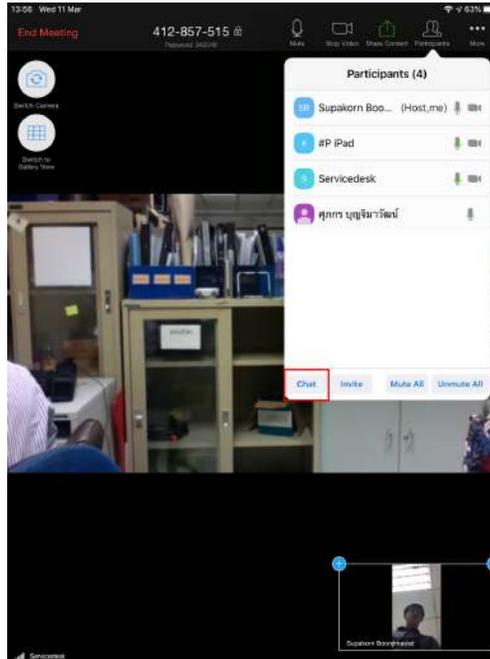
- When you already ended of your sharing content you **MUST** click “Stop Share”



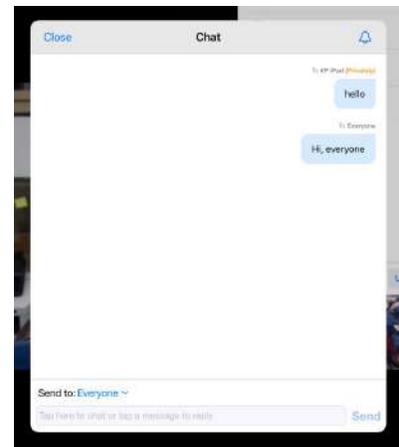
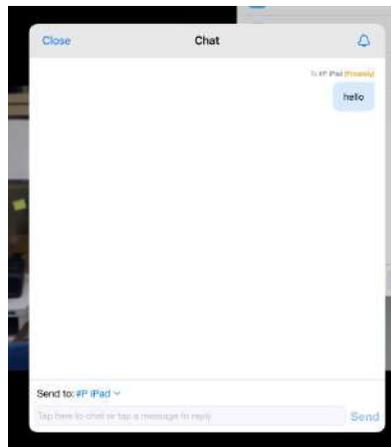
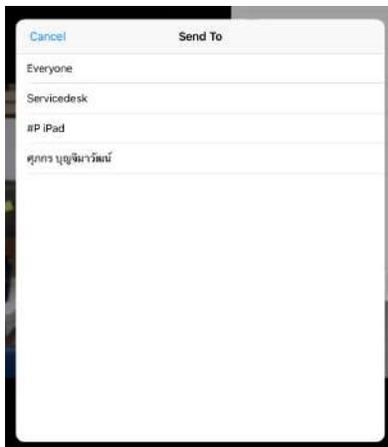
You are sharing screen



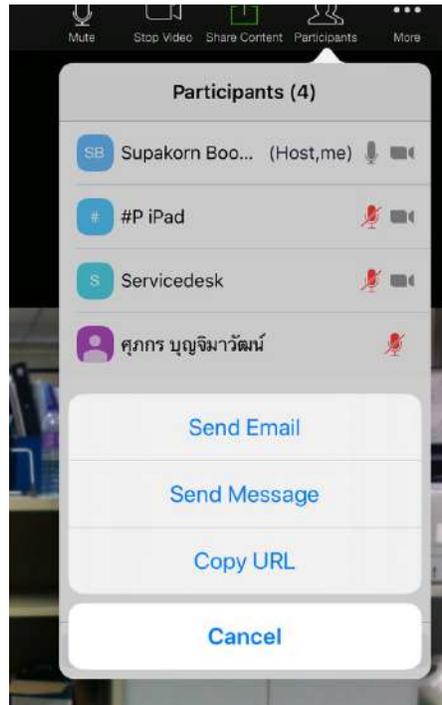
1.4.2 Participant function



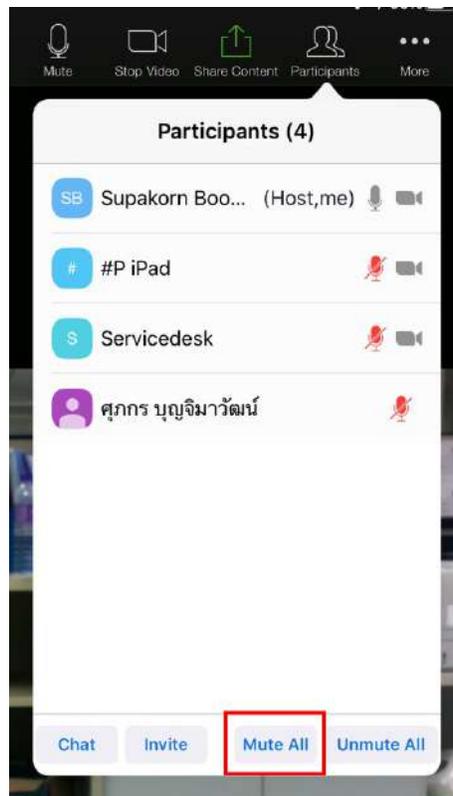
- Chat : You can make the text conversation to only person or everyone in this function



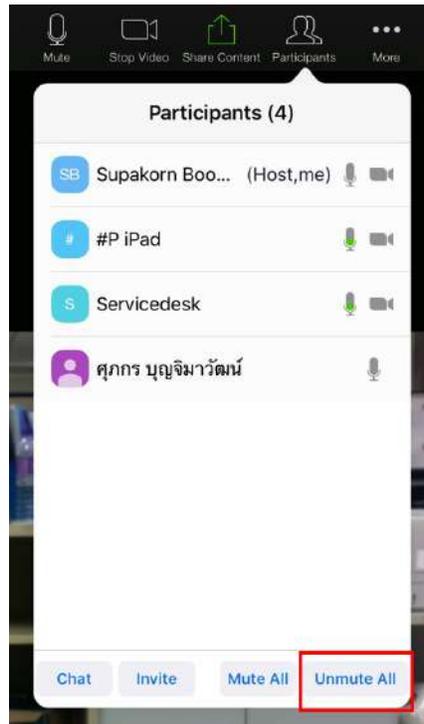
- **Invite** : You can send invitation to participant in this function



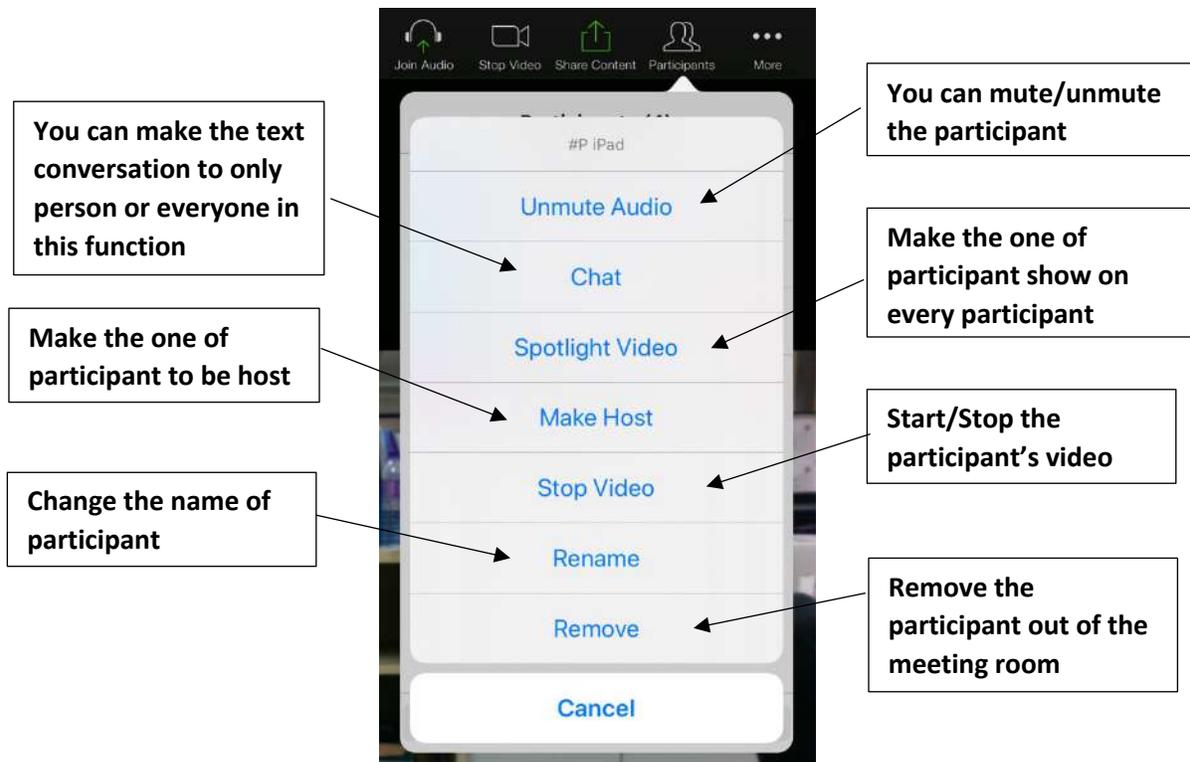
- **Mute all** : Host can mute all of the participant's microphone



- **Unmute all : Host can unmute all of the participant's microphone**

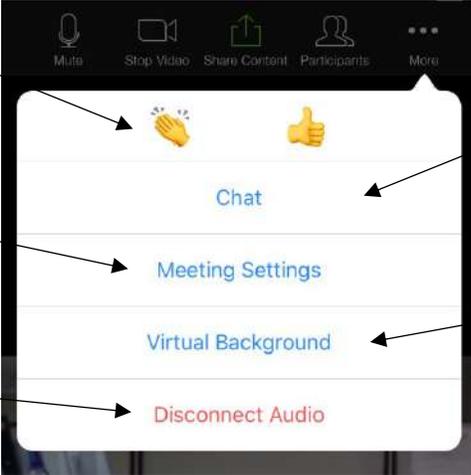


- **If you click the name of participant you will see more function**



1.4.3 More function

Host



The screenshot shows the Host menu with the following items: Clap and Thumb, Chat, Meeting Settings, Virtual Background, and Disconnect Audio. The top navigation bar includes Mute, Stop Video, Share Content, Participants, and More.

You can reaction by Clap and Thumb

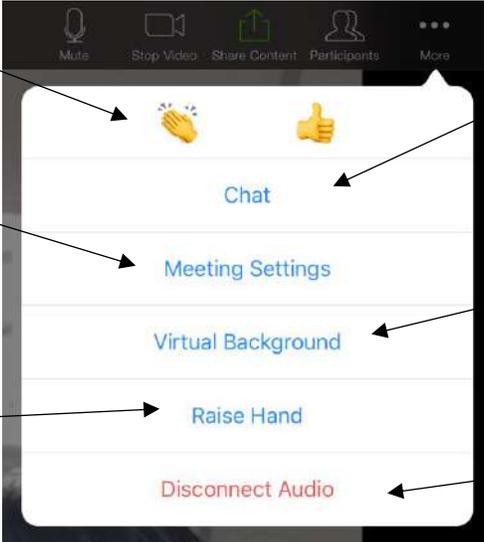
You can set up the meeting room in this function

You can disconnect your audio in this function

You can make the text conversation to only person or everyone

You can make the visual background in this function

Participant



The screenshot shows the Participant menu with the following items: Clap and Thumb, Chat, Meeting Settings, Virtual Background, Raise Hand, and Disconnect Audio. The top navigation bar includes Mute, Stop Video, Share Content, Participants, and More.

You can reaction by Clap and Thumb

You can set up the meeting room in this function

If you want to raise hand click on this function

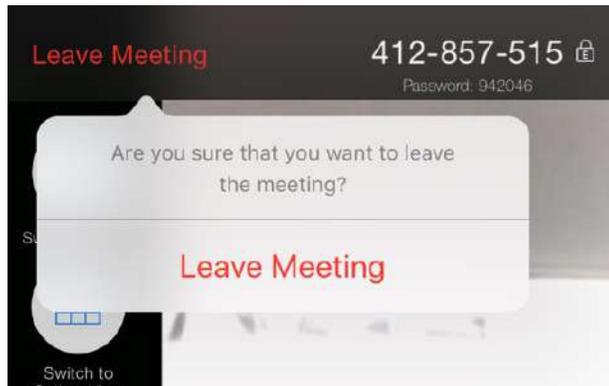
You can make the text conversation to only person or everyone

You can make the visual background in this function

You can disconnect your audio in this function

1.4.4 Leave Meeting

- If you want to leave the meeting click on “Leave Meeting”



Operating system : Android

2.1 How to download Zoom application

- Search “Zoom” application in Play Store and click download



- You will see Zoom application in your device

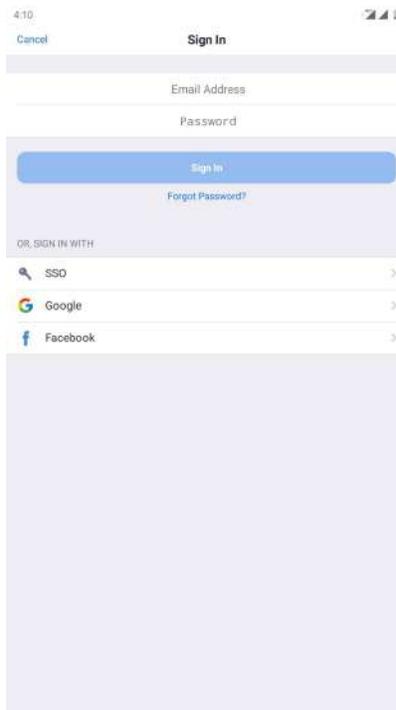


2.2 How to sign in Zoom application

- Click "Sign in"

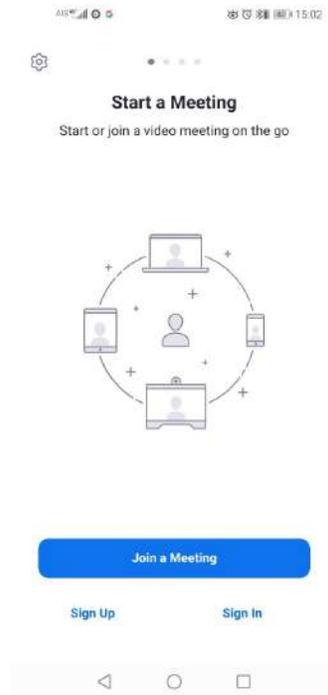


- Sign in with your account

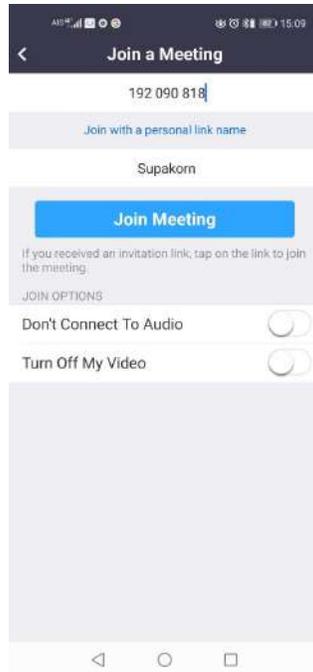


2.3 How to join the meeting

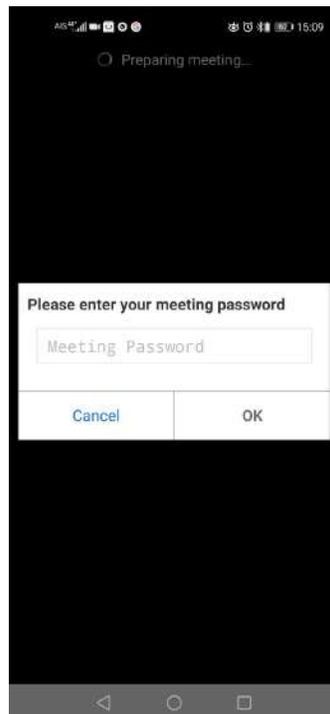
- Click “Join a Meeting”



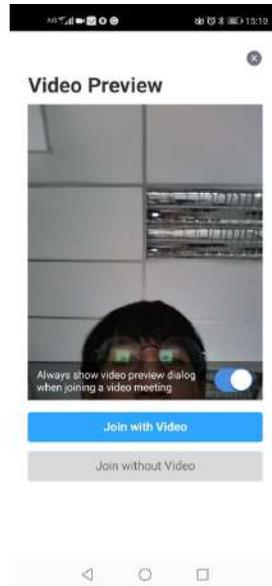
- Type the “Meeting ID” and “your name” and then click “Join”



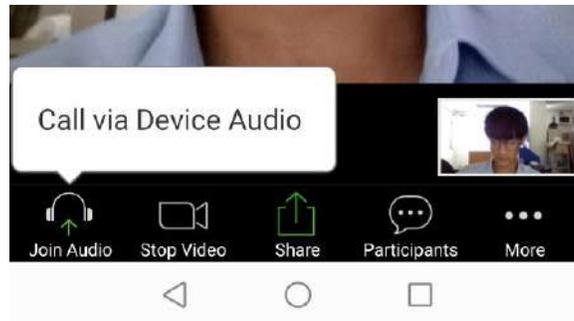
- If the meeting room require for password, you must type the password and click “Continue”



- If you want to join the meeting with VDO click “Join with VDO” and If you **don’t** want to join the meeting with VDO click “Join without VDO”



- Click “Join Audio” and then click “Call via Device Audio”

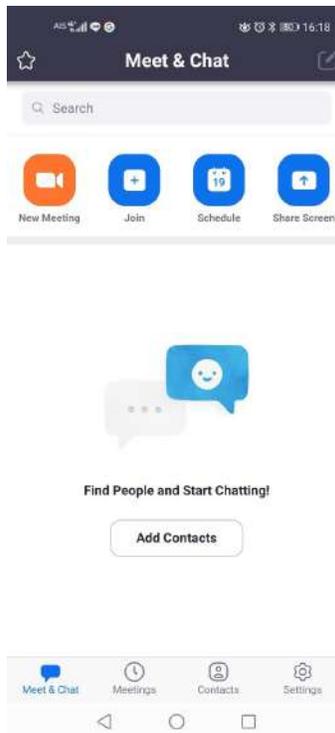


- You will get this screen

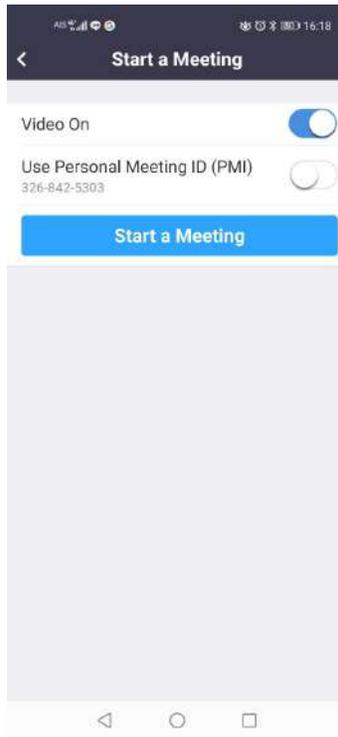


2.4 How to create the meeting room

- Click "New Meeting"

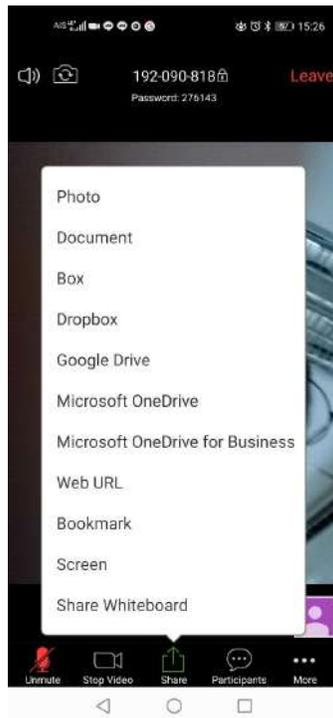


- Click “Start a Meeting”

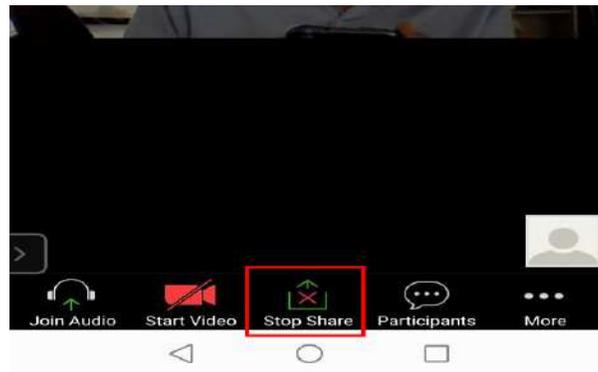


2.4.1 Share content function

- Choose the file location that you want to share



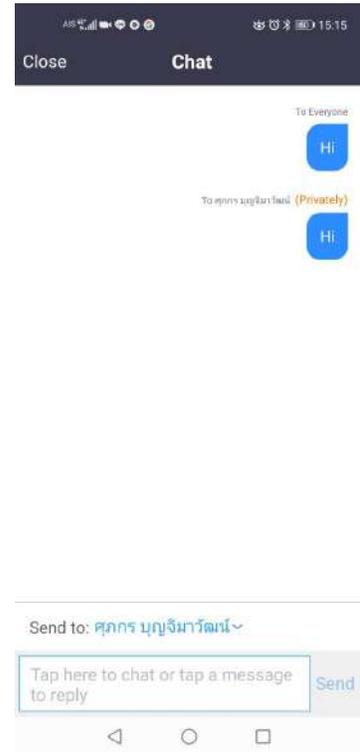
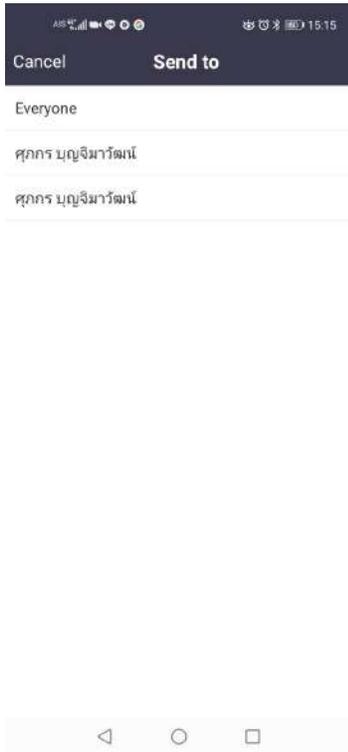
- When you already ended of your sharing content you **MUST** click “Stop Share”



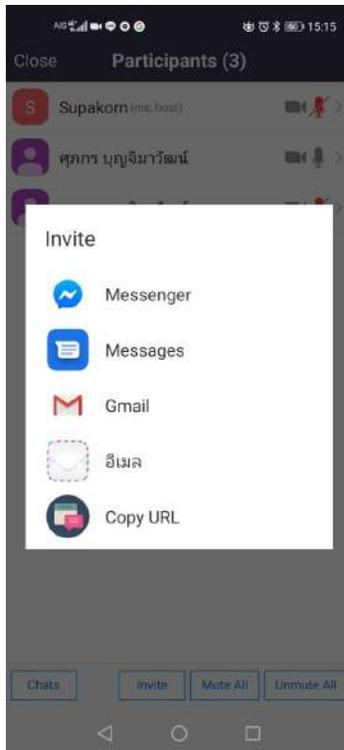
2.4.2 Participant function



- **Chat** : You can make the text conversation to only person or everyone in this function



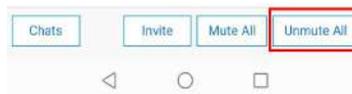
- **Invite** : You can send invitation to participant in this function



- **Mute all : Host can mute all of the participant's microphone**



- **Unmute all : Host can unmute all of the participant's microphone**



- **If you click the name of participant you will see more function**

You can make the text conversation to only person or everyone in this function

Make the one of participant to be host

Change the name of participant

You can mute/unmute the participant

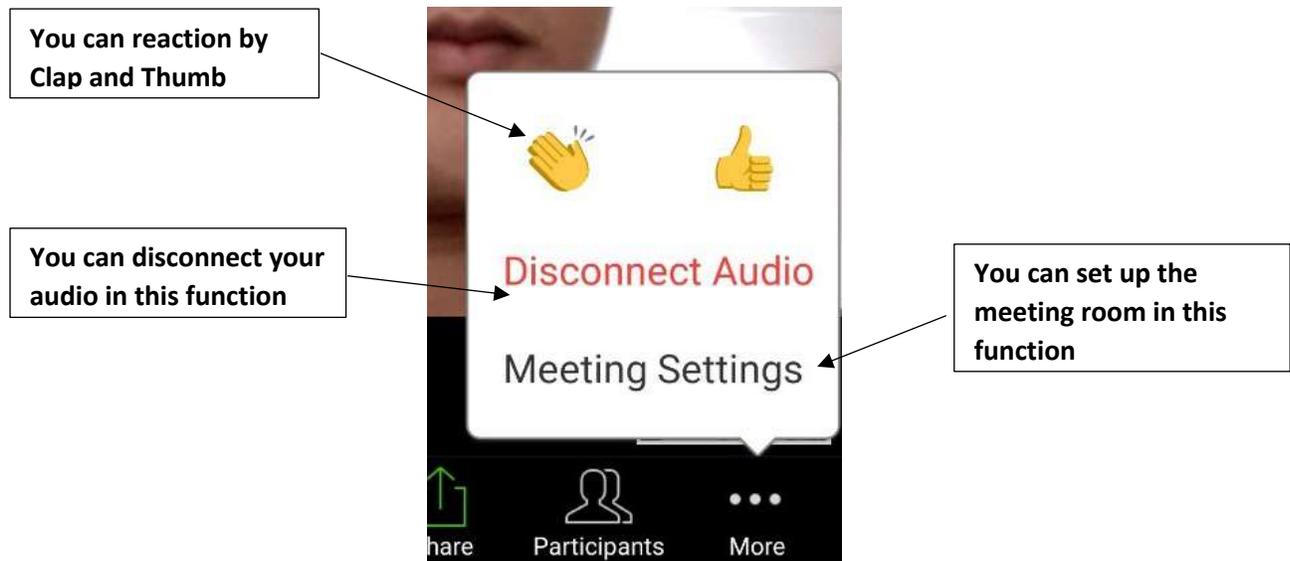
Make the one of participant show on every participant

Start/Stop the participant's video

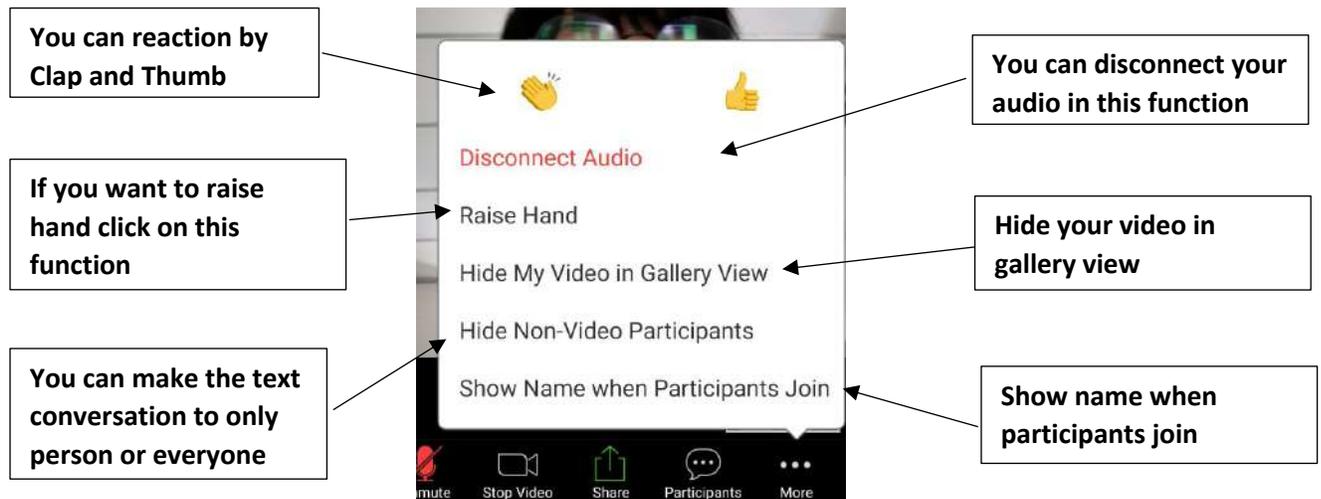
Remove the participant out of the meeting room

2.4.3 More function

Host

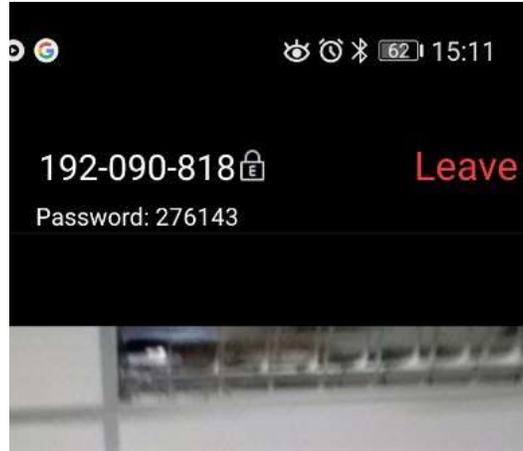


Participant



2.4.4 Leave Meeting

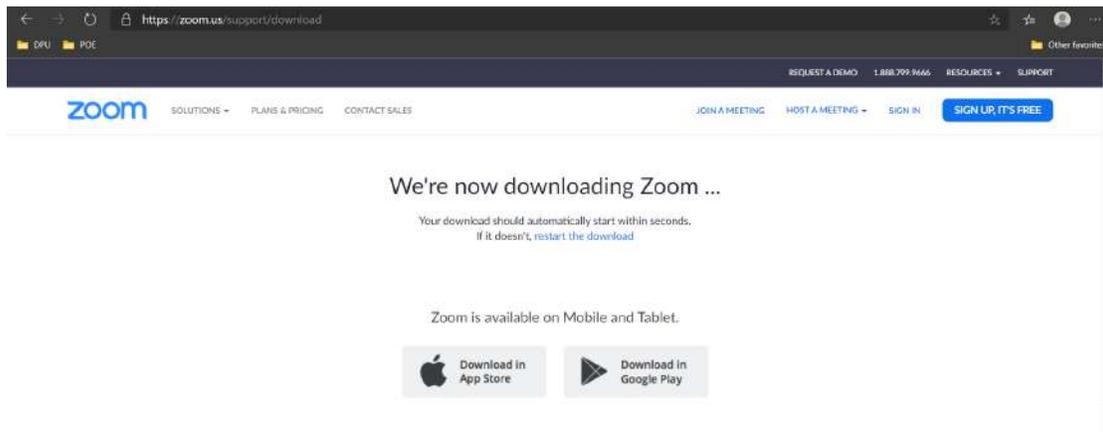
- If you want to leave the meeting click on “Leave Meeting”



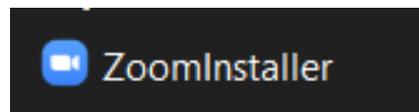
Operating system : Microsoft Windows

3.1 How to download Zoom

- Download "Zoom" in <https://zoom.us/support/download>



- You will see Zoom installer in your device and then double click for install the program



- Open the program and you will get this screen

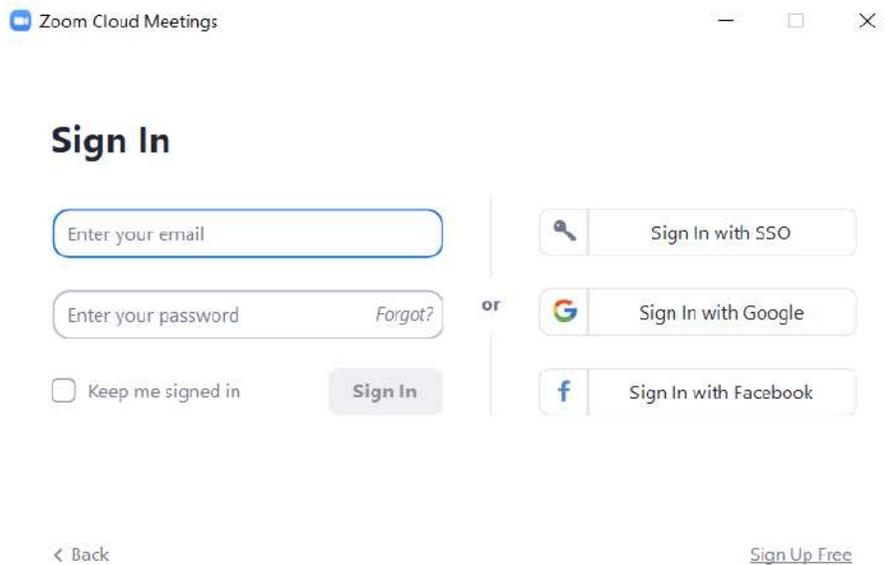


3.2 How to sign in Zoom

- Click "Sign in"



- Sign in with your account

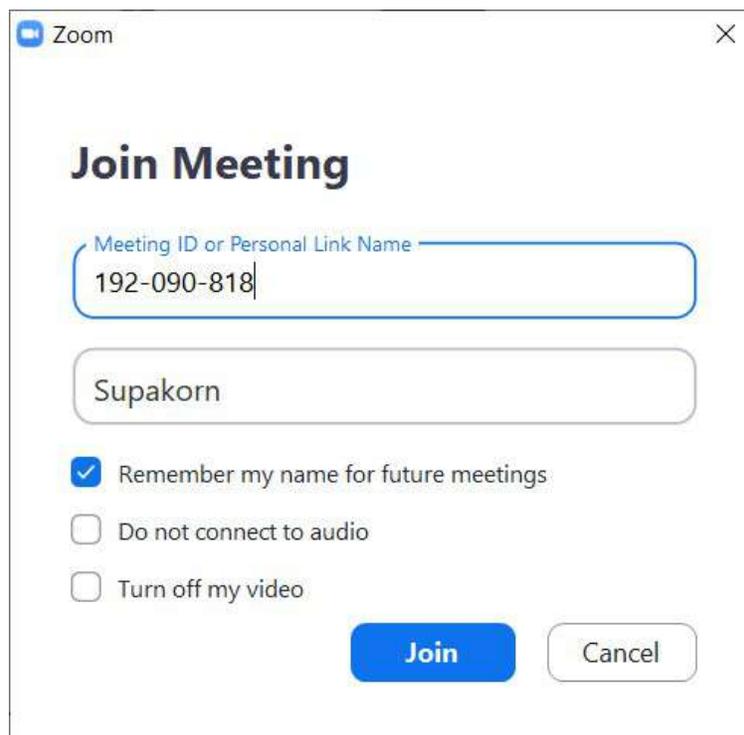


3.3 How to join the meeting

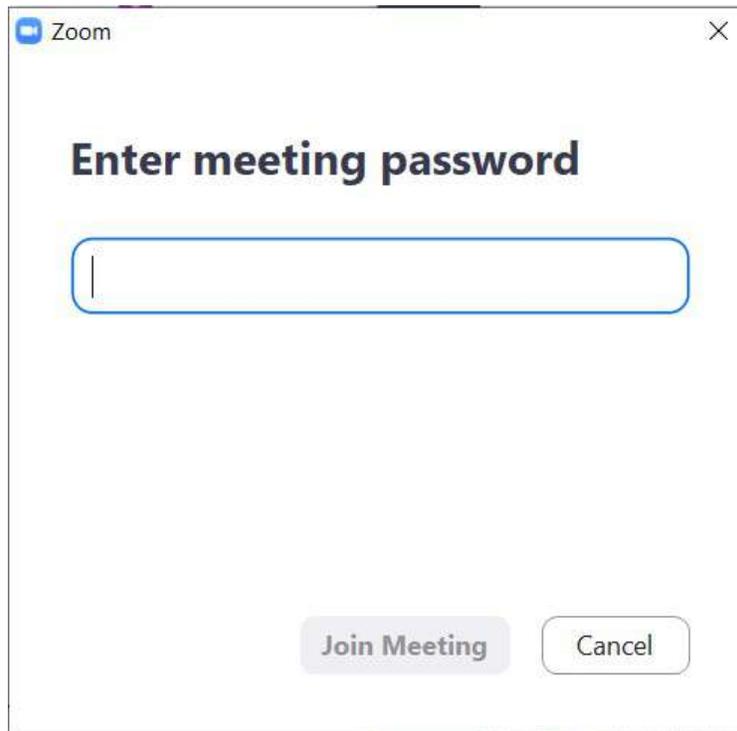
- Click “Join a Meeting”



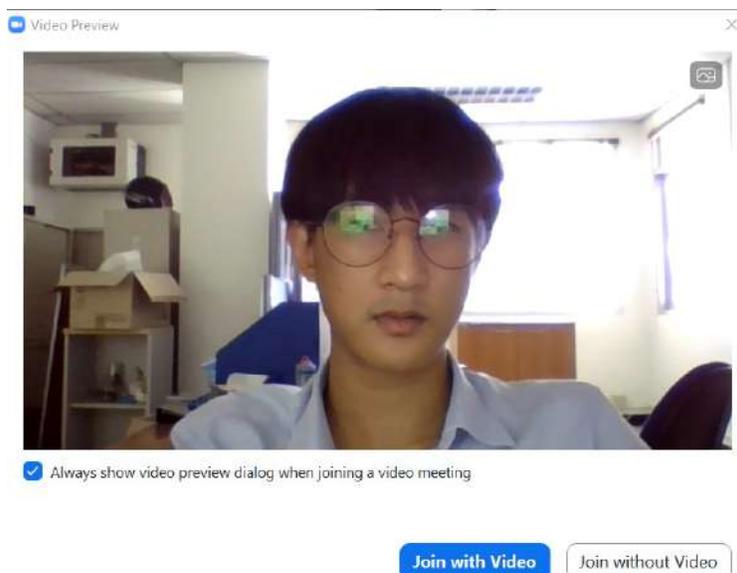
- Type the “Meeting ID” and “your name” and then click “Join”



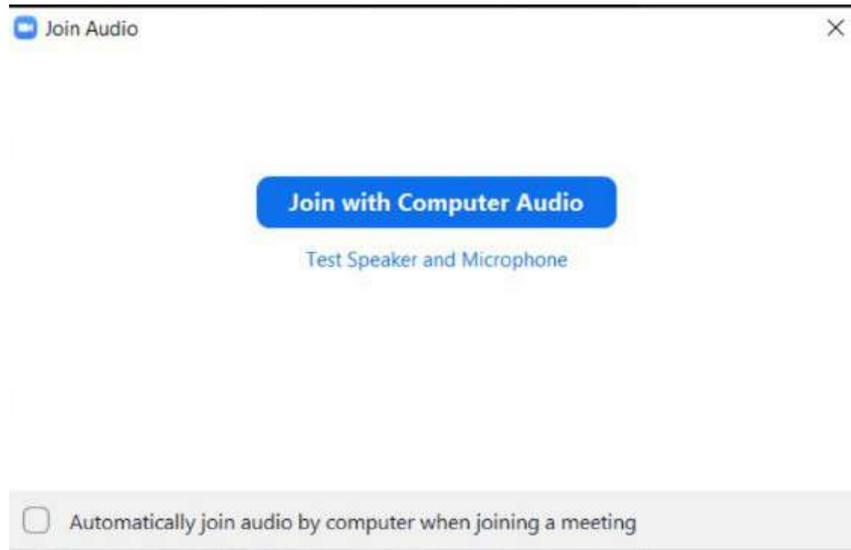
- If the meeting room require for password, you must type the password and click “Join Meeting”



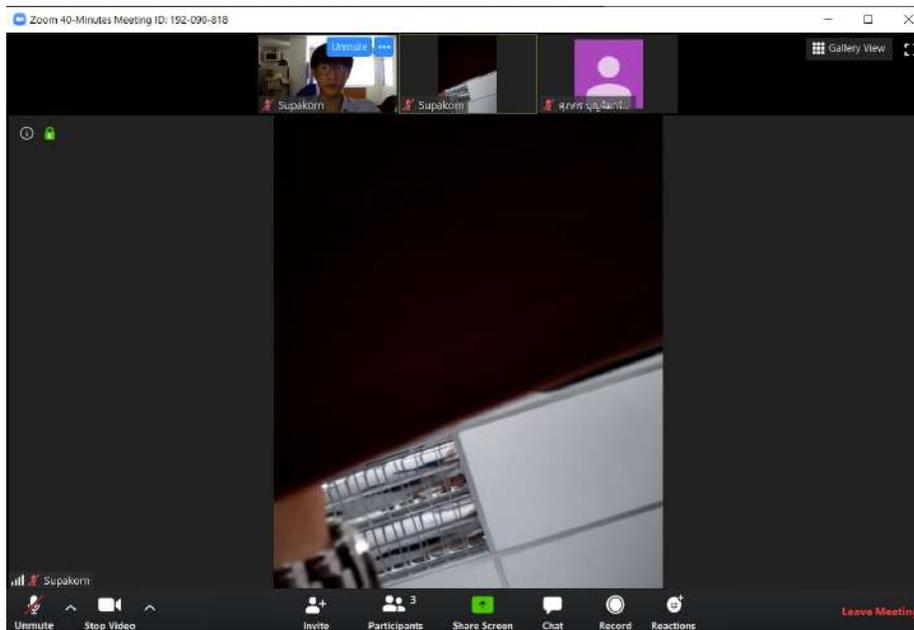
- If you want to join the meeting with VDO click “Join with VDO” and If you **don't** want to join the meeting with VDO click “Join without VDO”



- Click "Join with Computer Audio"

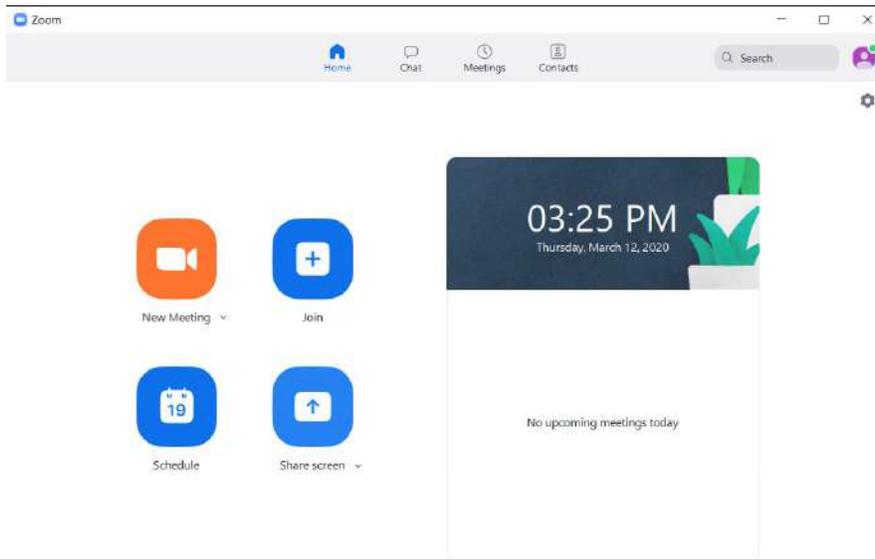


- You will get this screen



3.3.1 How to create the meeting room

- Click “New Meeting”

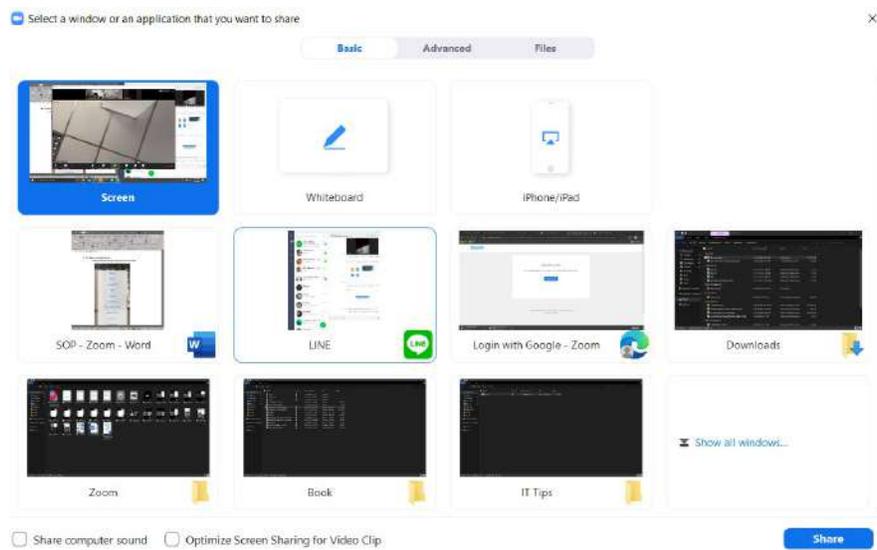


- Click “Join with Computer Audio”



3.3.2 Share content function

- Choose the file location that you want to share

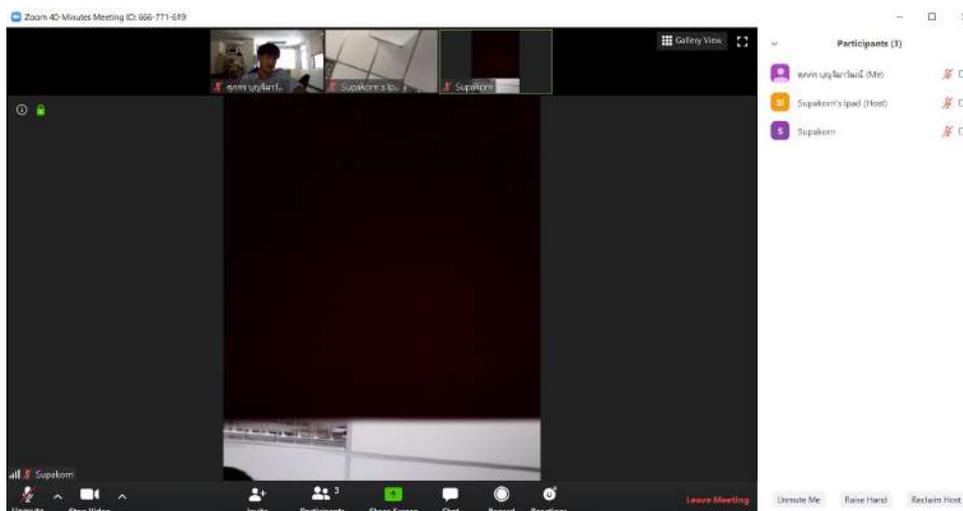


- When you already ended of your sharing content you **MUST** click "Stop Share"

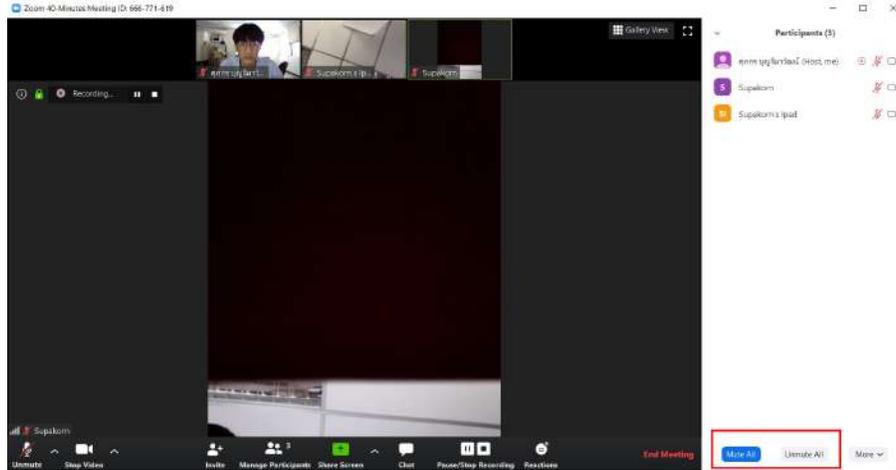


3.3.3 Participant function

- You can manage your participants in this function



- You can mute / unmute participant's microphone in this function



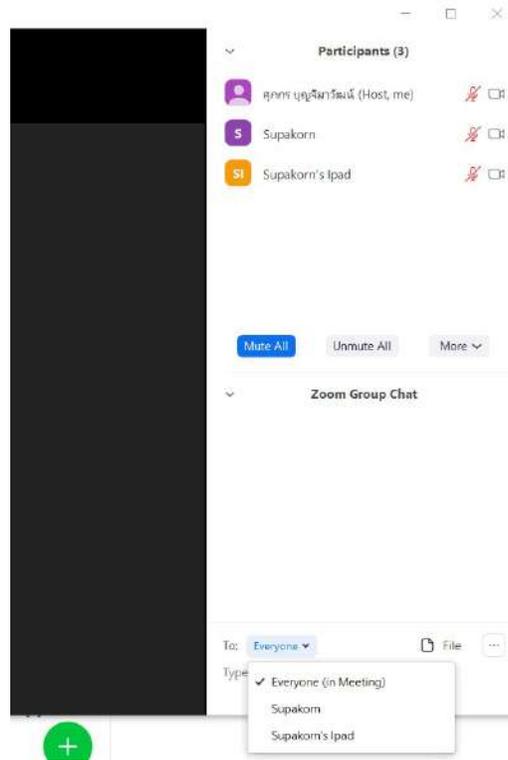
- If you click the name of participant, you will see more function

The diagram shows a context menu for a participant named 'Ur'. The menu items are: Chat, Stop Video, Spotlight Video, Make Host, Rename, and Remove. Arrows point from text boxes to these items:

- Chat**: You can make the text conversation to only person or everyone in this function
- Stop Video**: Start/Stop the participant's video
- Spotlight Video**: Make the one of participant show on every participant screen
- Make Host**: Make the one of participant to be host
- Rename**: Change the name of participant
- Remove**: Remove the participant out of the meeting room

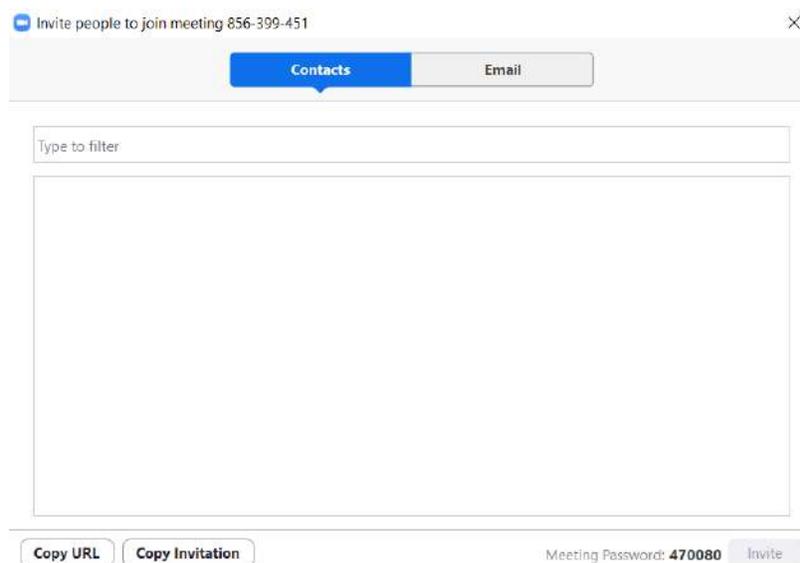
3.3.4 Chat function

- You can make the text conversation to only person or everyone in this function



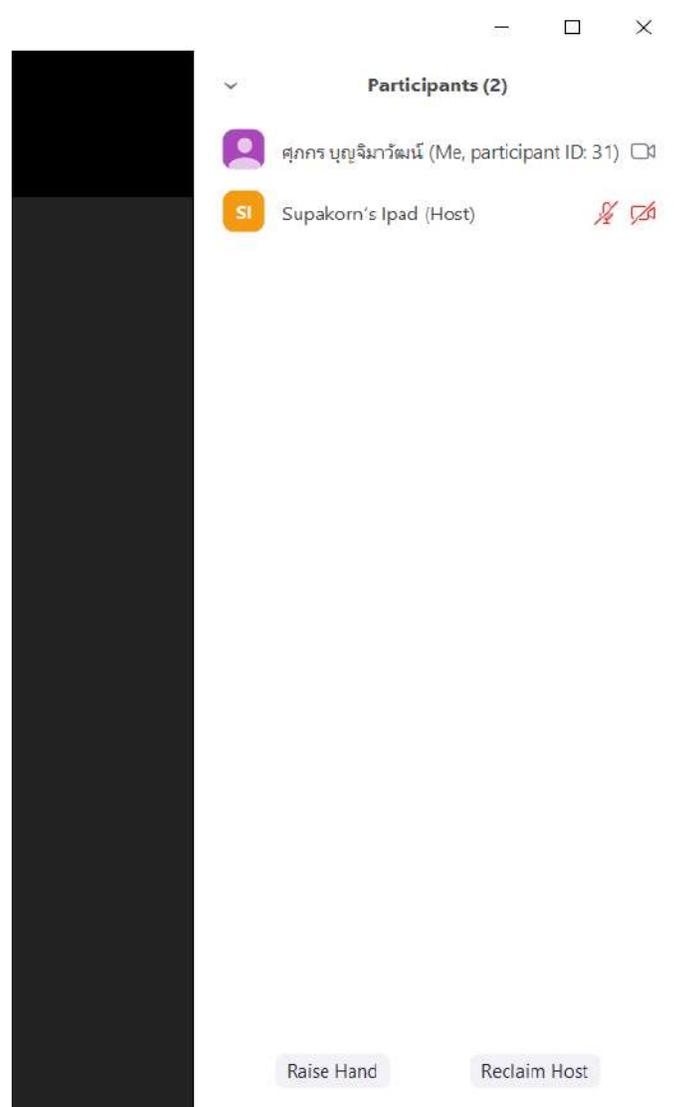
3.3.5 Invite function

- You can send invitation to participant in this function



3.3.6 Raise Hand

- Click "Raise Hand" in the participants function



3.3.7 Leave Meeting

- If you want to leave the meeting click on “Leave Meeting”

