

# Nuestra Escuelita Zoom Instructions for Students and Parents



## Before you ZOOM

1. You will need a computer, Chromebook, tablet, or smartphone, and an Internet connection.
2. You will receive a link to your ZOOM Class via email or Google classroom. This link will be used for each class during the entire 4 week session.

## To Join a ZOOM

1. Join the meeting by clicking on the ZOOM link provided by your teacher.
2. Follow the prompts to download and run the ZOOM app.
3. Enter your meeting ID if you are prompted to do so.
4. Click to join the audio conference. **(Make sure to turn on your speakers on your device, as well as your microphone. ZOOM will ask you to join the meeting using the speakers or audio on your device. Please choose to use the speakers or audio on your device or you won't be able to hear the class.)**
5. For security purposes, students will be placed into a waiting room until teacher lets them into the meeting. Please make sure that the student's name is displaying correctly. Students will only be let into the Zoom class if they are on our roster.
6. When you are in the meeting, you may click on the start video button to turn on the camera on your device.

## ZOOM Controls - Using the icons along the bottom of the screen you can:

- To raise your hand - on your computer, tablet, or smartphone, click 'participants' and you will see an option to 'raise hand' under the list of all participants.
- To give a reaction - on your computer, click 'reactions' to provide a thumbs up or applause. On your tablet, or smartphone, click 'more' to provide a thumbs or or applause.
- Mute/Un-mute your microphone - your teacher will automatically mute your microphone during the lesson to limit background noises. When you need to share or talk, you may temporarily un-mute your computer by pressing the space bar while you talk. This option is only for computers. For tablets, you will need to click un-mute using the microphone at the bottom of the screen.
- Turn on/off your camera - turning your camera on allows your teacher to see you and know you are following along. You will be **REQUIRED** to leave the camera on during the entire Zoom class.
- View participant list - this opens a list of all the students logged into the classroom. You will also be able to answer 'yes' or 'no' and provide other feedback to your teachers. Please have the participant open during the entire class.
- Chat - this opens a chat window where you may ask questions and where the teacher is able to respond.



If you have any questions or need additional help, please email us at [info@nuestraescuelita.com](mailto:info@nuestraescuelita.com)