Annex C2a

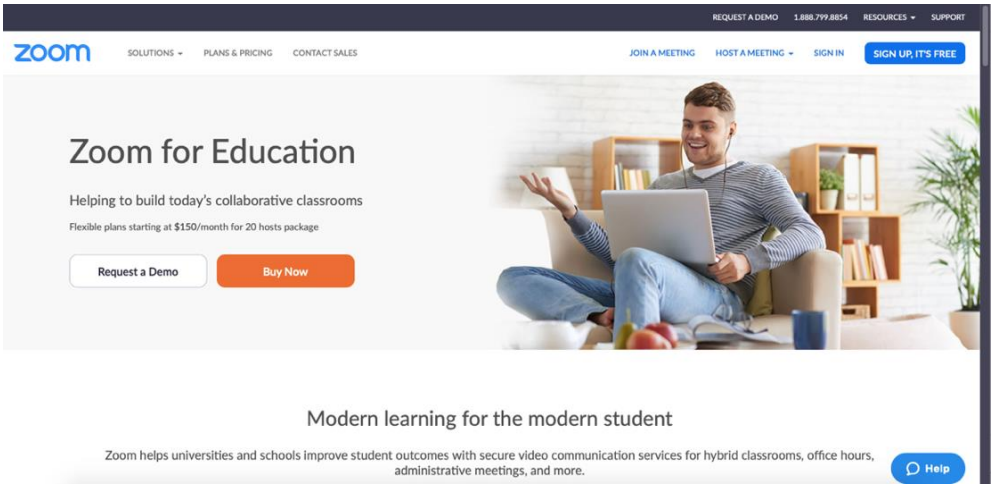
Students' Guide for Downloading Zoom and Accessing a Zoom Meeting

'Live' Lessons Anytime Anywhere!

Continue to learn from your teacher and with your friends out of the classroom.

What's zoom ?

Zoom is a software that allows people to have video conferencing and chat.



Features on the free version of Zoom are sufficient for your home-based learning. It is not necessary to pay for the additional features.

You will only need to download the Zoom application/extension the first time you access such lessons.

How do I get the Zoom app on my device?

Downloading Zoom

For Computers Running Windows and Mac OS

Students accessing the Zoom meeting using Windows or Apple desktop/laptop computers do <u>not</u> have to download any application/extension.

For iPads/iPhones, Android phones/tablets, Chromebooks

Students accessing the Zoom meeting using iPads and iPhones, or Android phones and tablets, or Chromebooks will have to download the Zoom application/extension prior to accessing Zoom for the first time.

© 2020 Educational Technology Division, MOE, Singapore. All rights reserved. Version_20Mar2020

1. For **Apple or Android devices**, scan the QR codes below to download the application.

For iPhones and iPads

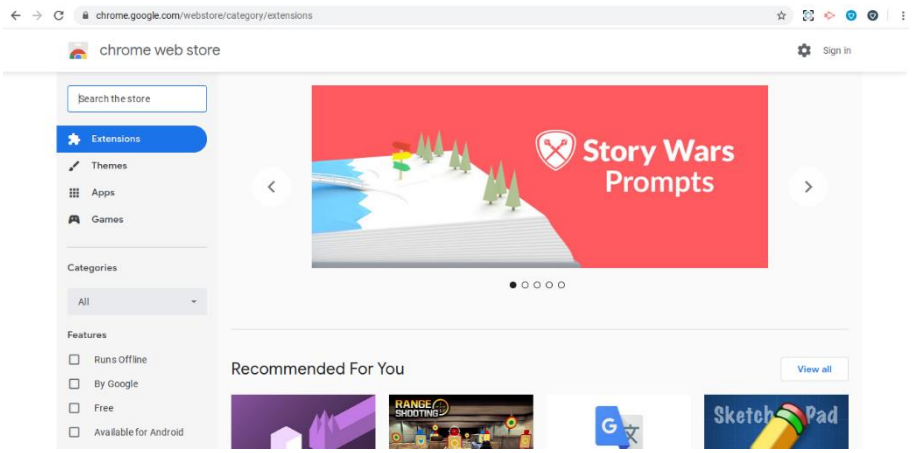
App Store

For Android phones and tablets

Google Play

For Chromebooks

2. For **Chromebook**, go to the Chrome Web Store: https://chrome.google.com/webstore/ D Q G V H D U F K I R U W extension. Click µ $ G G W R & K U R P H ¶



© 2020 Educational Technology Division, MOE, Singapore. All rights reserved. Version_20Mar2020

Accessing Zoom

Lessons with Zoom allow you to actively participate in a lesson without meeting the teacher in person. User experiences will differ based on the devices used. Refer to the relevant section below for a step-by-step guide that is specific to your device.

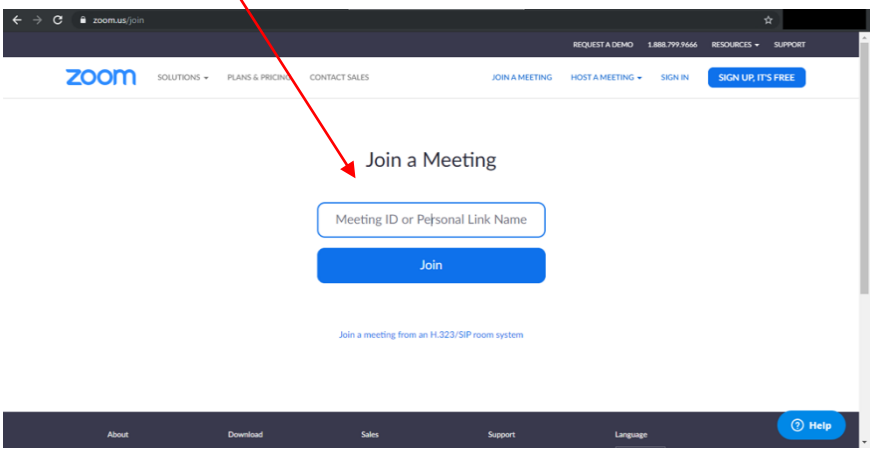
Use the Chrome browser to ensure that the features of Zoom are fully supported.

For computers

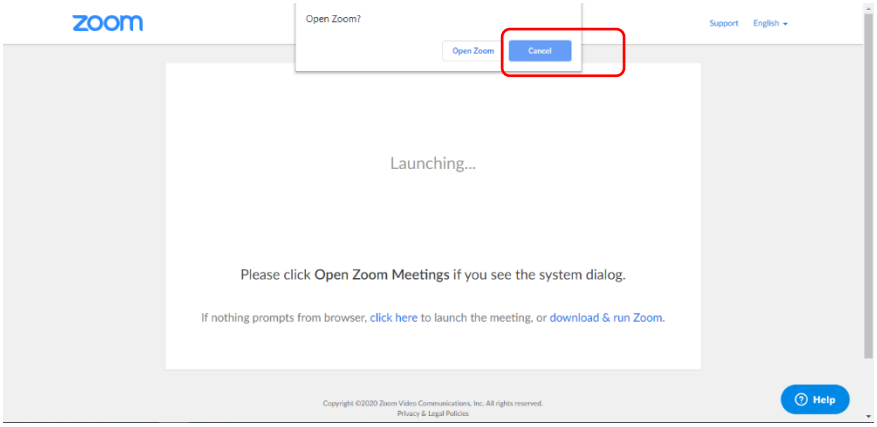
You can access Zoom meetings on your personal laptops and desktops by following the steps below.

If your teacher has provided a link as part of your SLS lesson, click the link and follow the instructions.

1. Using your Chrome browser, go to zoom.us/join
   Key in the Meeting ID, and click µ - R L Q ¶

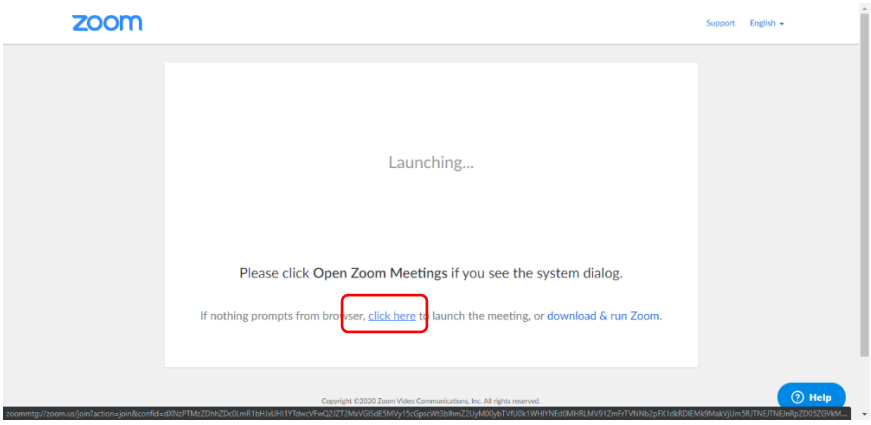


2. Click µ & D Q When the pop-up prompts you to open the Zoom application.

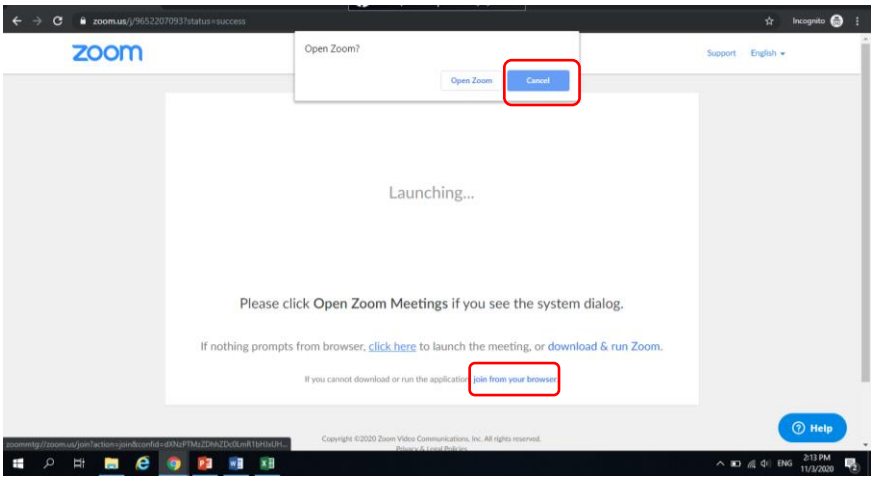


© 2020 Educational Technology Division, MOE, Singapore. All rights reserved. Version_20Mar2020

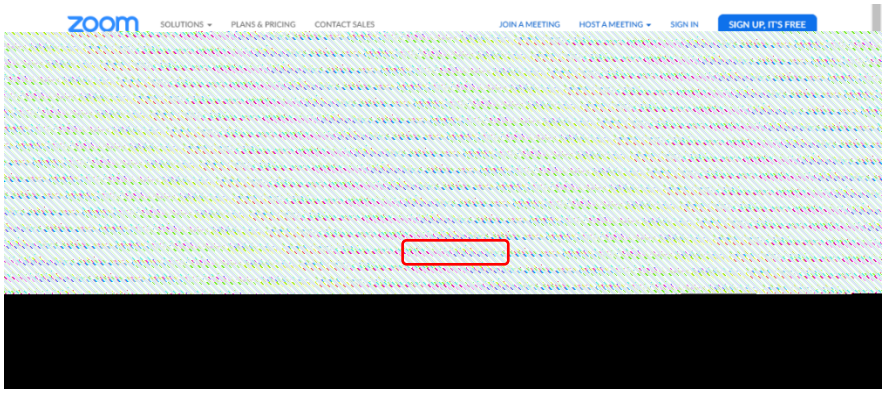
3. Click µ & O L F N to join the meeting.



4. When prompted, click µ & D Q F H O to cancel. Then click µ M R L Q I U R P E U R Z V H U ¶



5. Key in your name in the format of: **Index Number_Full Name**, e.g. 05_MOE Student. Click µ - R L Q ¶



6. Click µ 0 X W H to silence the audio upon joining the meeting, and µ 6 K D U H Y L G H R to share your screen. Upon joining the meeting, wait for \ R X U W H D F K H U to unmute. V L Q V W U

© 2020 Educational Technology Division, MOE, Singapore. All rights reserved. Version_20Mar2020