

Materials for interactive use of the Internet from the Danube-Networkers

Instructions for using Zoom

When using Zoom, you will see a screen with various functions. These we want to explain briefly.

Top right: Change between **Speaker-View** is the standard mode (Highlights one talking person) and **Gallery-View** (shows every participant at the same time)

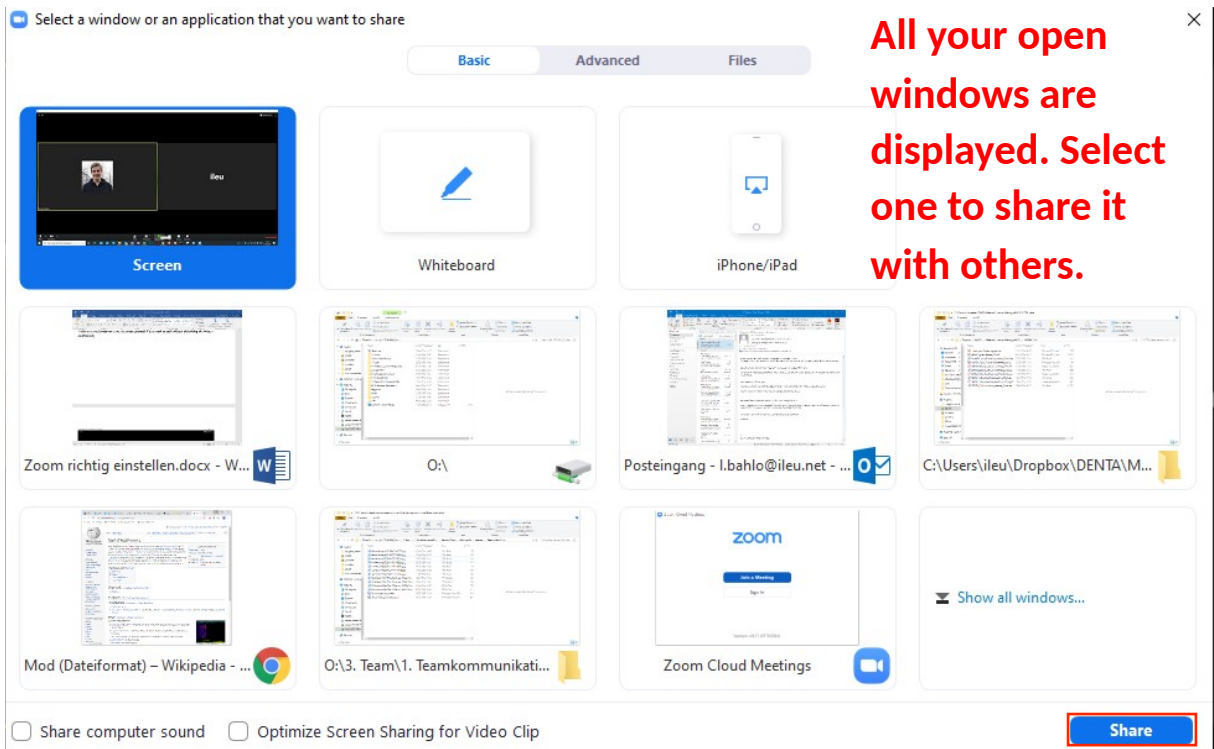
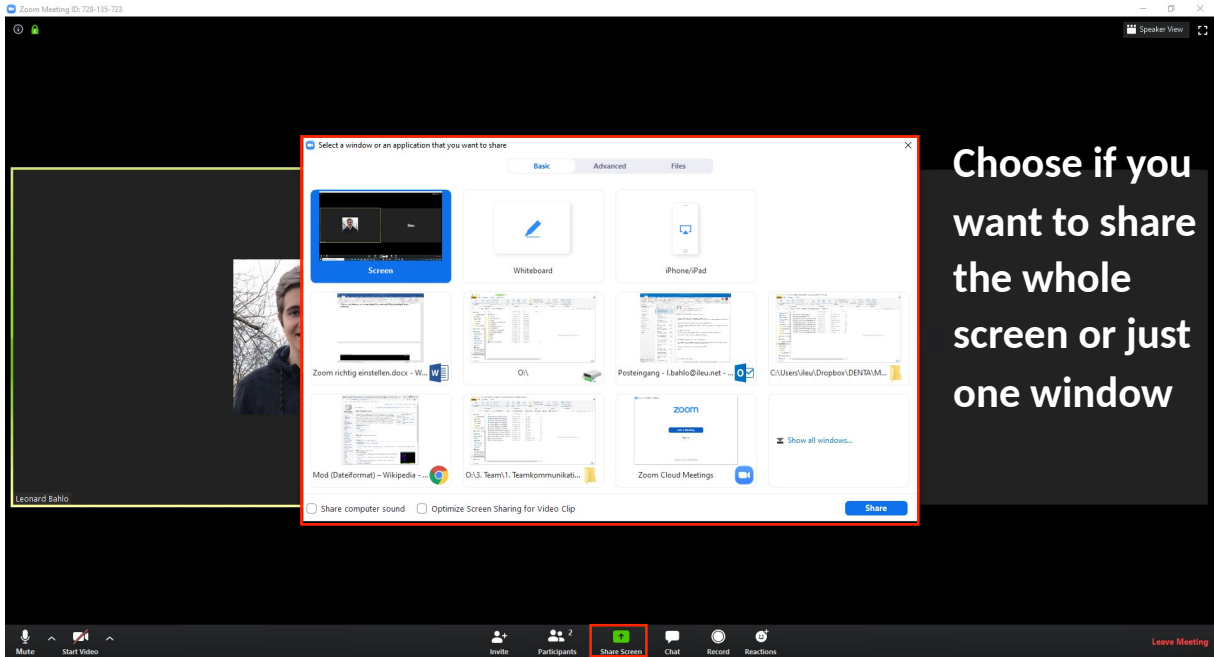
Webcam options
(turn your Webcam **on/off**)

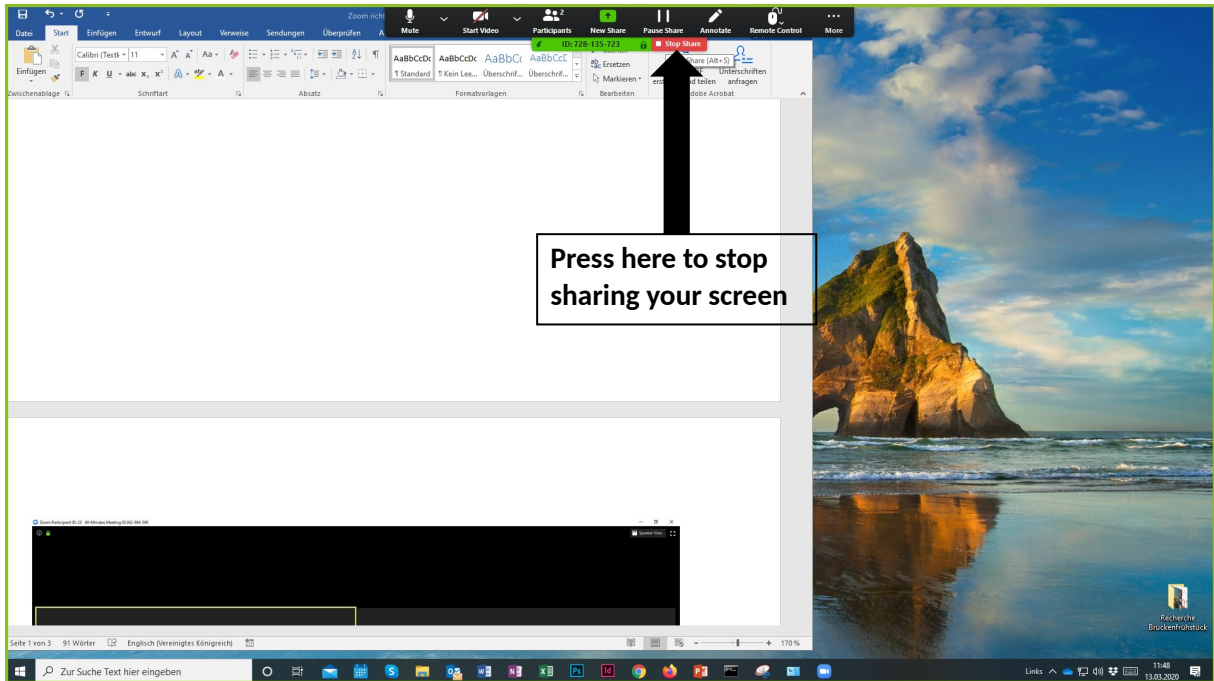
Shows you a **list of the participants** in the upper right corner

Shows your screen to the other participants, in case they want to show something to the others

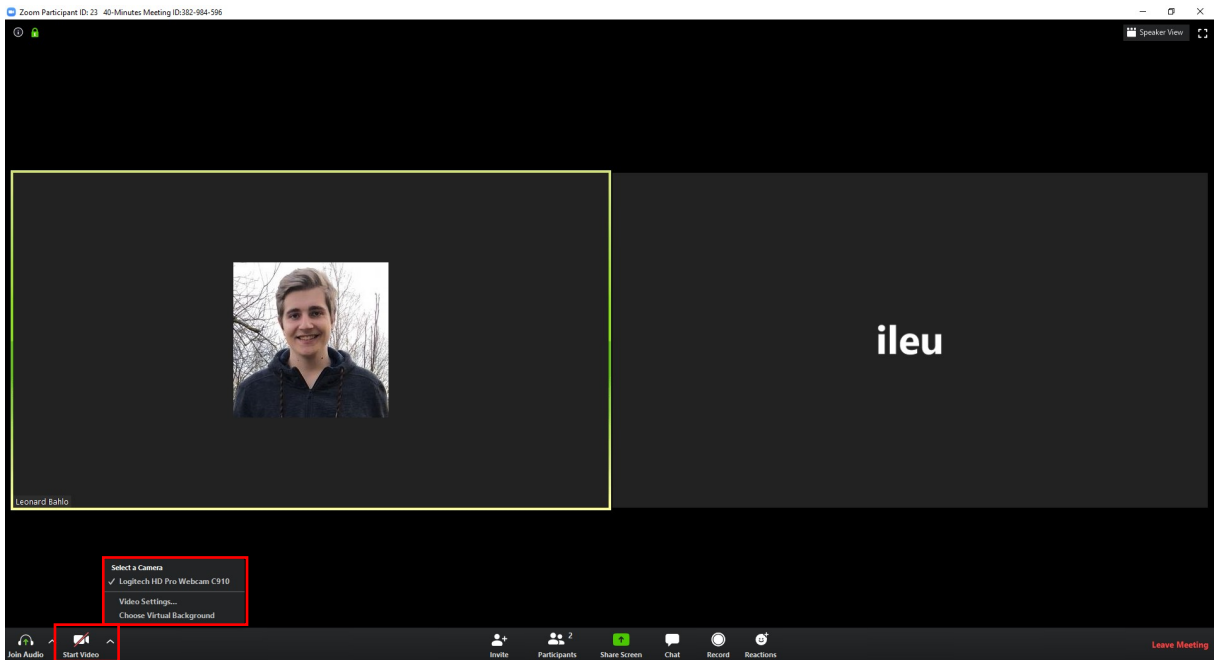
Opens the **message** area to send and receive messages (Attention: anyone can read them!)

Audio Options: (press here once to mute if you want to talk to someone at home without disturbing the video conference, the sound of your microphone will be turned off automatically). If you have background noise, it is worthwhile to mute yourself, but don't forget to turn your microphone on again before you start talking.

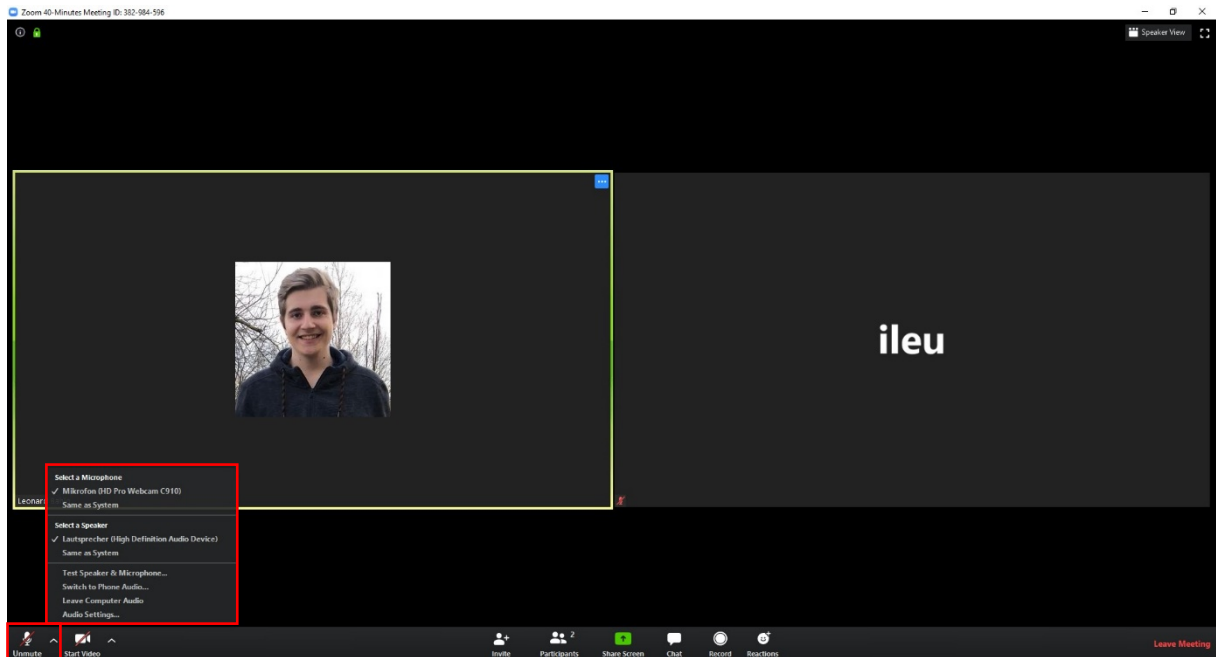




From here on, you will find explanations on setting options, but you can also leave the default settings

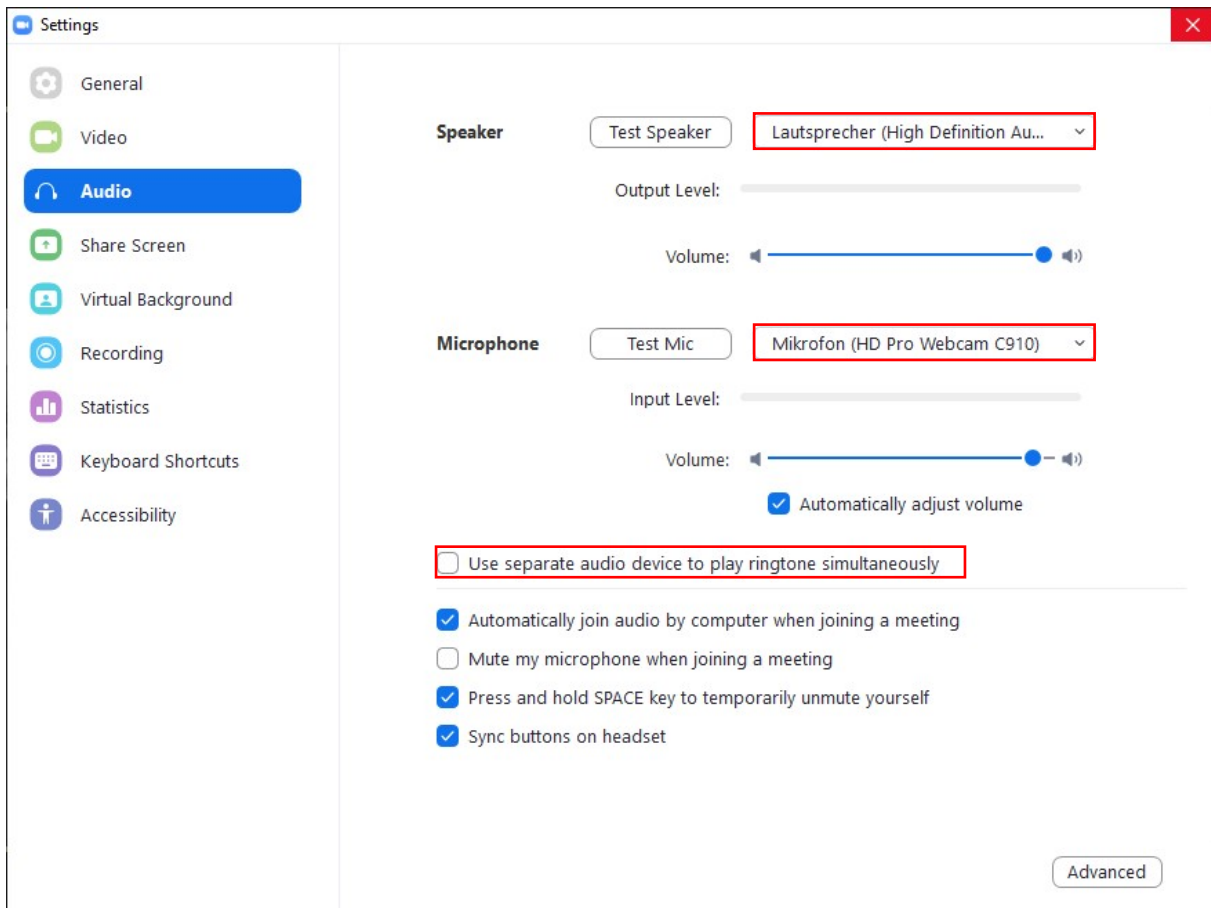


Here you can **change the settings** for your **webcam** or select a different webcam.

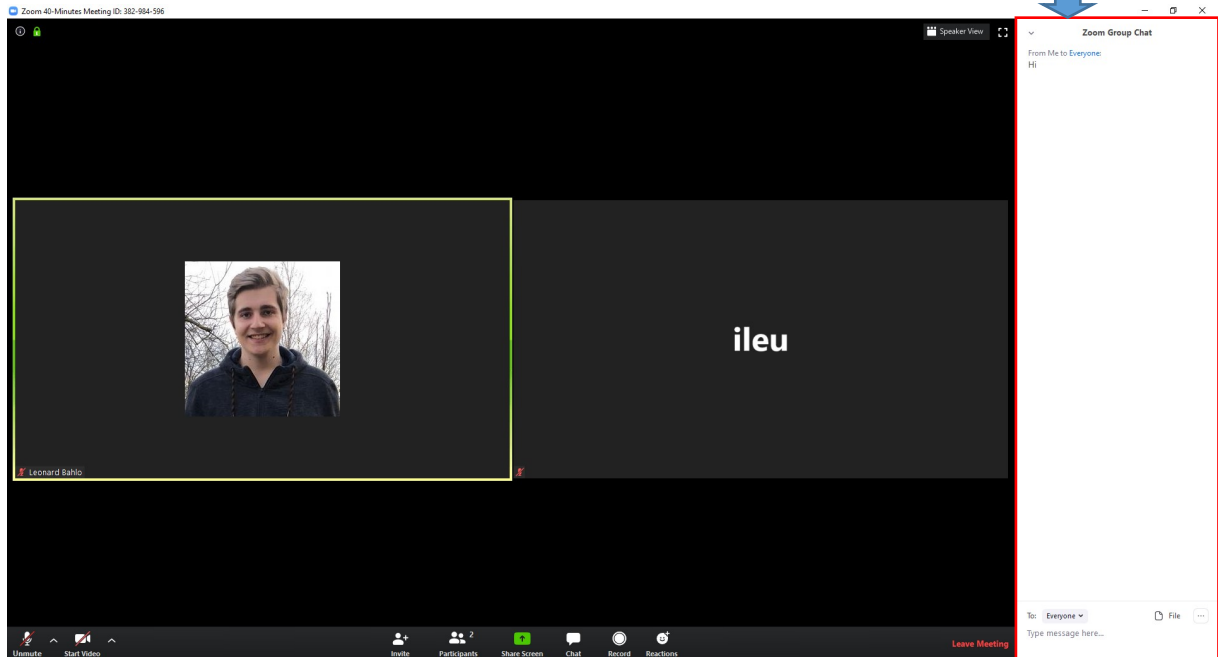


Here you can change your **audio settings** or mute (microphone and headset/speaker)

The last option is "Audio Settings...", which takes you to more detailed settings:



Write messages to the other participants here



Press here to leave the Meeting

We Danube networkers use the Zoom video conferencing system, e.g. to exchange information about the content of our projects, to try out new methods of communication and cooperation and to make new friends.

e.g. in the project codanec.eu

Interested? Please get in touch with us!

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