

VIDEO CONFERENCING TOOLS



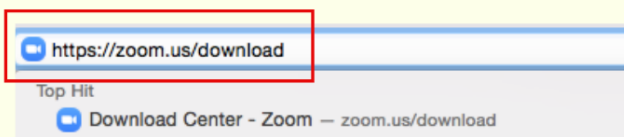
WHAT IS ZOOM?

Zoom is a video conferencing software that allows your child to attend live lessons with his/her teacher.

DOWNLOADING ZOOM

For computers

- 1 Go to <https://zoom.us/download>



- 2 Click 'Download' to download Zoom Client for Meetings

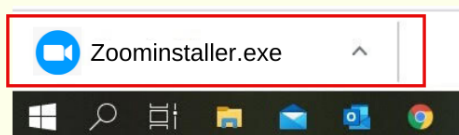
Zoom Client for Meetings

The web browser client will download automatically when you start or join your first Zoom meeting, and is also available for manual download here.

Download

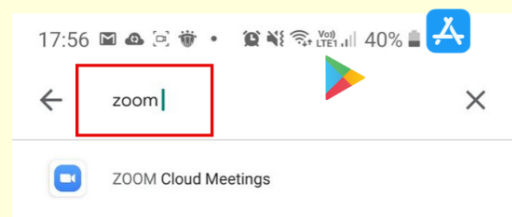
Version 4.6.11 (20561.0413)

- 3 Click the 'Zoominstaller.exe' to install Zoom onto your computer

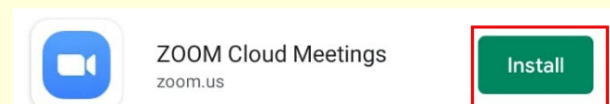


For mobile phones or tablets

- 1 Search 'Zoom' on App store or Google Play Store

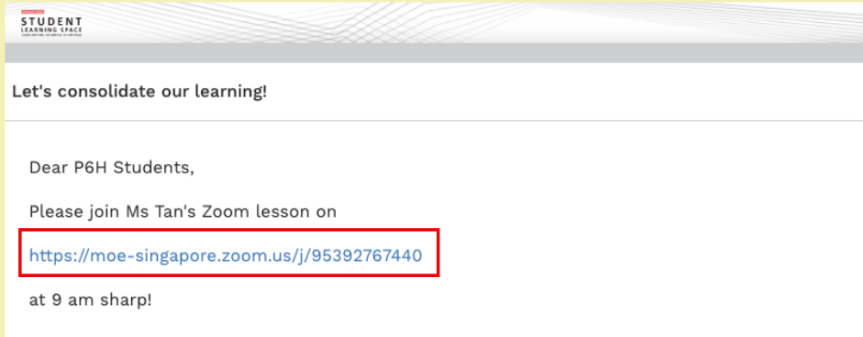


- 2 Click 'Install' to download Zoom Cloud Meetings Application



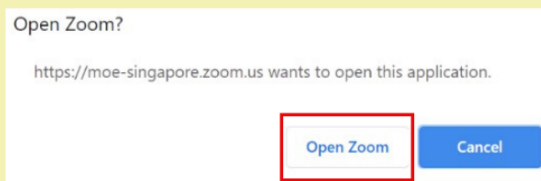
JOINING A ZOOM MEETING

- 1 Click the Zoom link sent by your child's teacher

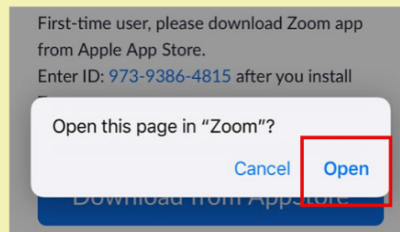


Remind your child **NOT** to share the Zoom link with anyone.

- 2 Join the meeting by clicking 'Open Zoom' on computers or 'Open' on mobile phones or tablets



For computers

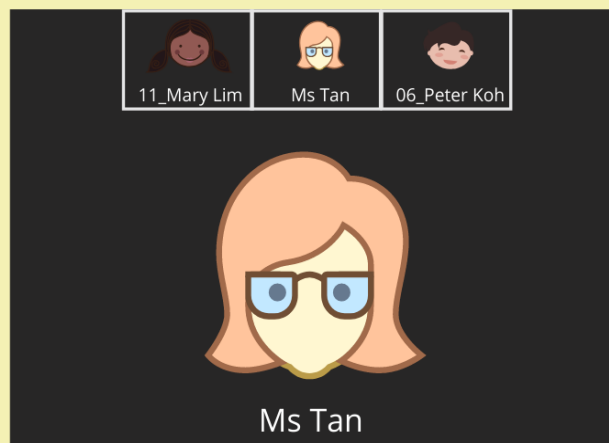


For mobile phones or tablets



Remind your child to key in his/her name in the format of: Index No. Full Name.

- 3 Your child has now joined the live lesson. The lesson will start once everyone is ready!



Remind your child to start the video and mute the microphone when joining the meeting



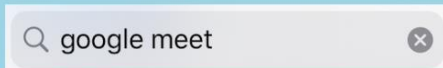
WHAT IS GOOGLE MEET?

Google Meet is a video conferencing software that allows your child to attend live lessons with his/her teacher.

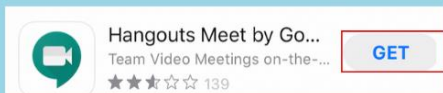
DOWNLOADING GOOGLE MEET (ONLY FOR MOBILE PHONES AND TABLETS)

Downloading Google Meet is only necessary for students who are using mobile phones or tablets.

- 1 Search 'Google Meet' on App store  or Google Play Store 

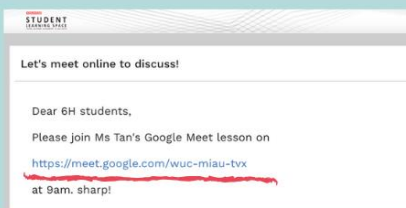


- 2 Download and install 'Hangouts Meet by Google' on the device



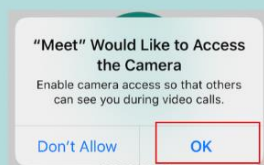
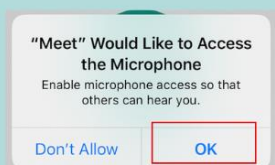
JOINING A GOOGLE MEETING

- 1 Click Meeting URL that would have been shared by the teacher



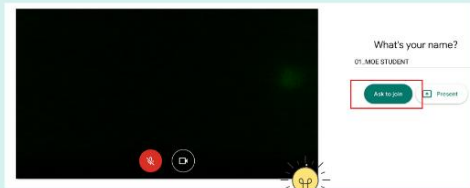
Remind your child **NOT** to share the meeting URL with anyone

- 2 When using Google Meet for the first time, you might have to allow "Meet" to use the camera and microphone



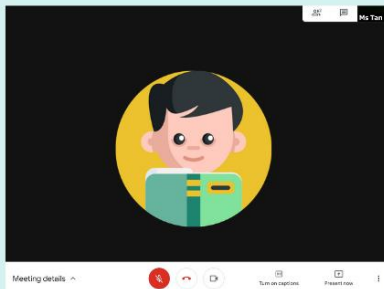
For computers

- 3 Key name of student . Click 'Ask to join' and wait.



Remind your child to key in his/her name in the format of: Index No. Full Name.

- 4 Your child has now joined the lesson. The lesson will start once everyone is ready!



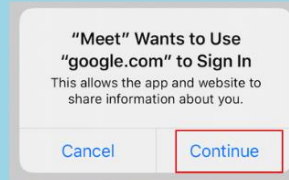
Remind your child to start the video and mute the microphone when joining the meeting

For mobile phones and tablets (Google Account is needed)

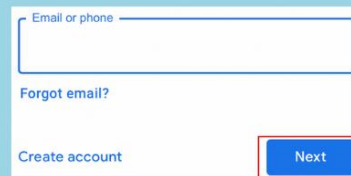
- 3 Click 'Sign in'



- 4 Click 'Continue'



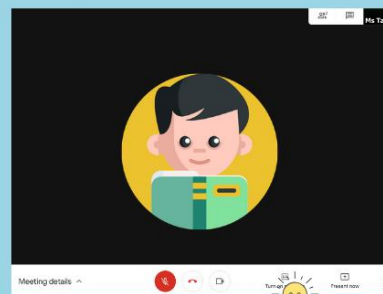
- 5 Enter email and password. Click 'Next'.



- 6 Click 'Ask to join' and wait.



- 7 Your child has now joined the lesson. The lesson will start once everyone is ready!



Remind your child to start the video and mute the microphone when joining the meeting

* If your school has a School Managed System/ G-Suite Account, you might have to follow different steps to join a Google meeting.