Preparing for Class

1. Make sure you have a working webcam and microphone.
2. The user experience will be best from a Windows or Mac computer. In a pinch, you can also login from your smartphone with the Zoom app. We discourage participation by voice telephone call, but this option is available to those who find themselves without reliable internet access. You will find the dial-in information for your classroom on this page.

Joining Your Class

1. Sign in to the specific Canvas class that is meeting (NetID/Duo required).
2. If you are meeting at your regularly scheduled meeting time, click the link that says “Join Online Class”. Zoom should begin.
   a. Join no more than ten minutes before class is scheduled to begin. If you are early, the prior class may still be in session.
   b. You will be put in a “Waiting Room” upon launching Zoom. Your instructor or technology facilitator will admit you when ready.
   c. Do not click “Join Online Class” when your class is not in session.
   d. For rescheduled classes, office hours, or other meetings, use the Zoom ID provided by your professor.

During Class

1. All users are automatically muted by default.
   a. Don’t forget to unmute before talking.
   b. Please press mute when you are not talking.
2. Your professor will tell you whether they will solicit volunteers using Zoom’s chat, “raise hand” feature, or some other way.
3. In order to simulate the classroom environment and connect with your professor and peers, we encourage you to turn on your camera if you are able and comfortable.
   a. Messy room? No problem--You can set a virtual background in Zoom.

At the End of Class

1. Click “Leave Meeting”.
2. If your professor has agreed to make recordings of class available, you will find them under the “Panopto” section of Canvas.

Tech Support: lawhelp@georgetown.edu