How to Download and Use Zoom in Canvas:

Dear Students: Beginning on the week of April 6th, I'll be teaching the rest of our class sessions on Canvas using Zoom video conferencing. Here is a guide on how to get your computer and Zoom software ready to participate in the Zoom classes. Note, you can watch Zoom video conferences on a smart phone, but this will make it very hard to see the slides and participate in the class, so I highly recommend you use a PC or a laptop (or at worst a tablet) to attend the Zoom classes. If you can't afford a laptop the college is working out a program to lend Chromebooks to needy students. Also, if you need access to free or low cost internet please see the "Announcements" section on our Canvas page.

1) Update your Browsers: To make sure Zoom runs smoothly, and that you can later take your exams on Canvas, make sure that you are using the most recent version of either Foxfire, Chrome, or Safari (The exams will not work well in MS Edge or IE Explore). If you are unsure how to update your browsers, read the appropriate guides below:
Foxfire: https://support.mozilla.org/en-US/kb/update-firefox-latest-release
Chrome:
https://support.google.com/chrome/answer/95414?co=GENIE.Platform%3DDesktop&hl=en
Safari: https://www.whatismybrowser.com/guides/how-to-update-your-browser/safari

2) **Download & Create Zoom Account**: To open up the class Zoom sessions in 1 easy click, you should first download the Zoom software, and create a Zoom account. To do so, go to https://zoom.us/ and watch the **first 3 minutes** of this video below to learn how to download the software and create your account: https://www.youtube.com/watch?v=FCq7zX_UCqI .
   If you only have a tablet or cell phone to access the class, search youtube for videos on how to load Zoom on a mobile device. Also, if you want to be counted for attendance, you need to create your account in your real first and last name.

3) **Test your microphone/webcam**: To make sure your microphone and/or webcam settings are ready for you Zoom meetings please watch this video: https://www.youtube.com/watch?v=YelIQvrUSCw

4) **Entering & Using Zoom Sessions/Lectures, and watching cloud recordings of past zoom lectures.** At the beginning of each regularly scheduled class I will open up a Zoom video conference that I will use to teach the class. To join this conference (if you already did steps 2 & 3 above) go to our Canvas site, click on the "ConferZoom" tab on the left menu of the screen, and then click on the blue "Join"

button. I'll start the conferences a few minutes before starting time, but if you get there really early you won't see the blue "Join" button. To learn how join a Zoom session through Canvas, or to watch previously recorded cloud videos of those classes, watch this video: https://www.youtube.com/watch?v=01HELmm1u5k

5) **General Guidelines for Zoom Usage**:
a) You will need a PC or laptop to have full functionality and the ability to participate in Zoom.
b) If you don't have a webcam, you can participate just using audio.
c) If you don't have PC speakers, you can log in using your "phone audio" instead.
d) When I start lecturing, I will mute the audio of the entire class. To ask a question, just click the "Audio" tab in the bottom left of the Zoom window. To learn how to do all of these things, please watch this video from 0.50 secs on.
https://www.youtube.com/watch?v=5iap0Ffl5Lg
e) Note: once I start lecturing I will begin a video recording of the lecture which you can always watch later by clicking on the "events tab" in ConferZoom tab in Canvas. If you object to being video recorded feel free to turn off, or "mute" your video camera in the bottom left settings menu.

Note: if you want a text guide on how to do the above things, and a list of all Zoom controls, you may consult this document:
https://peralta.instructure.com/courses/442/pages/using-zoom

I look forward to our first Zoom class next week, and feel free to write me with any questions or concerns. And if you have any online tech issues or questions you may consult this guide: https://peralta.instructure.com/courses/442/pages/start-here

Sincerely, Mark Swiencicki