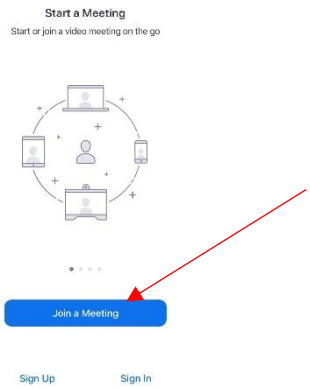
iPad training lesson on Zoom

Preparation day before lesson:

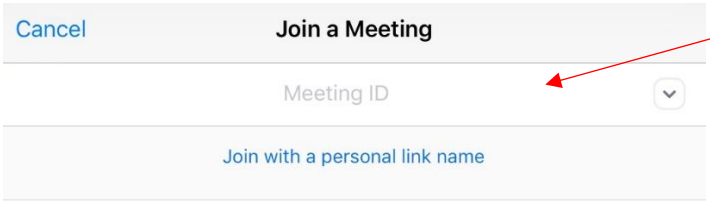
1. Install **Zoom Cloud Meetings app** free from the Appstore

Day of lesson:

1. Open Zoom app 5 minutes before lesson time. Have iPad synced to Bluetooth keyboard and have stylus ready. Tap on Join Meeting



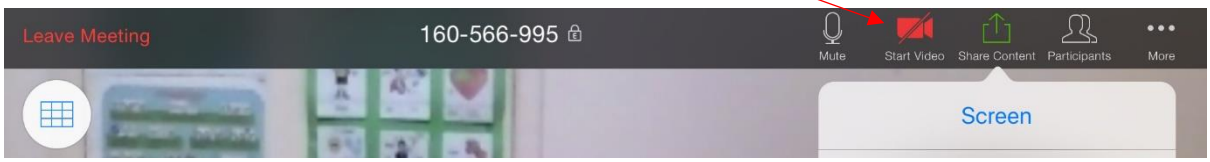
2. Type in the Meeting ID that has been emailed to you :



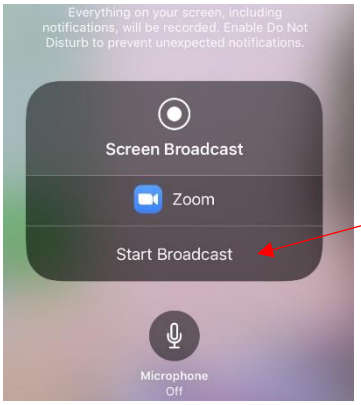
e.g. 123-456-78

3. You will be in a 'waiting room' until I "let you in" for the lesson.

4. When you join the room please start your video.

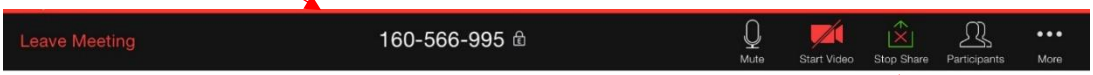


6. When I need to see your screen, you will be prompted to share your screen with this window:



Click on Start Broadcast

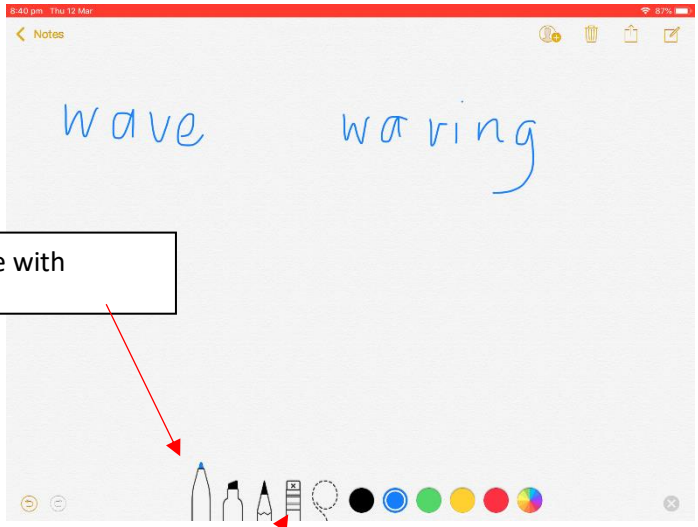
You will know that you are sharing what is on your screen because of the red line across the top of the screen:



You are sharing screen

If prompted to stop sharing your screen so that I can share mine with you again, tap on Stop Share

7. We will use the Notes app as a ‘whiteboard’ when needed. Please use a stylus for writing on the screen.



Use this ‘pencil’ to write with

Rub out with this- to be quick, just swipe stylus across text- no need to rub back and forth like we do with a real rubber

I look forward to seeing you online for our lesson!

Julie Tasker

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