



# Zoom Student Instructions



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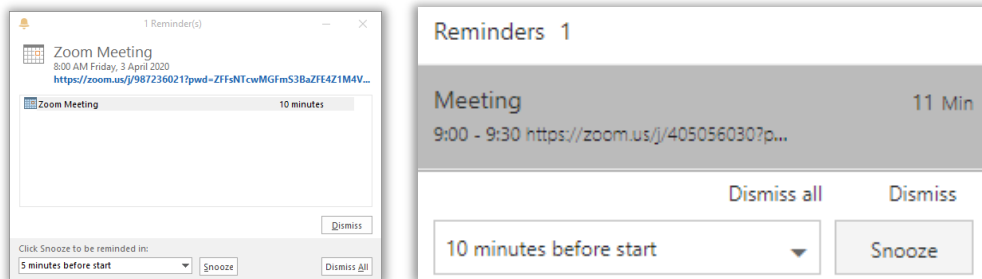
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## Meetings

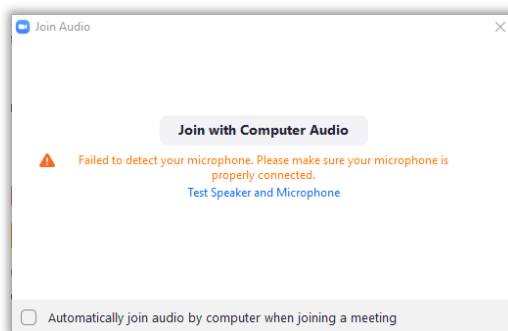
### Join a Meeting

#### Using Meeting Reminder

- Login to school email using Outlook 2019 or by going to [webaccess.msc.sa.edu.au](http://webaccess.msc.sa.edu.au)
- If you get a reminder about the meeting double click the latest meeting reminder



- If you don't see the reminder automatically click on the  at the top right and double click the latest meeting reminder
- Click on the link under the **Join Zoom Meeting**
- Click **Open Zoom** button on the message that shows up in the browser
- If you have not installed the Zoom client click **download & run Zoom**
- When the file is downloaded open the file to start the install
- Click **Automatically join audio by computer when joining a meeting**
- Click **Join with Computer Audio** button
- And close the window



#### Using School Email

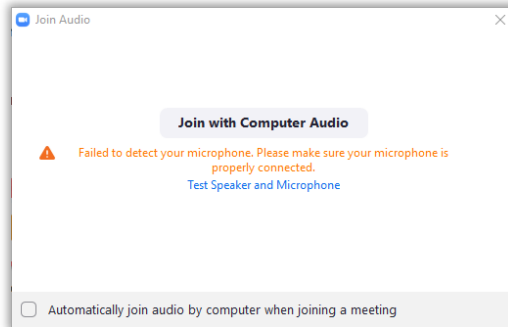
- Open your school email by going to [webaccess.msc.sa.edu.au](http://webaccess.msc.sa.edu.au)



# Zoom Student Instructions



- Login with your username and password
- Find and open the Zoom meeting email
- Click on the link under the **Join Zoom Meeting**
- Click **Open Zoom** button on the message that shows up in the browser
- If you have not installed the Zoom client click **download & run Zoom**
- When the file is downloaded open the file to start the install
- Click **Automatically join audio by computer when joining a meeting**
- Click **Join with Computer Audio** button
- And close the window



## Help Links

- 


## Troubleshooting

### Microphone Problems


#### Solution 1

- If you are using a desktop computer, make sure that you have a microphone connected


#### Solution 2

- Make sure that the microphone icon is not disabled in the Meeting toolbar 

#### Solution 3

- Click on the  to the right of the microphone icon at the bottom left of the window
- Make sure that the right **Microphone** is selected

#### Solution 4

- Click on the  to the right of the microphone icon at the bottom left of the window
- Click **Audio Settings...**
- In the **Microphone** section make sure the right device is selected in the selection box
- Click the **Test Mic** button and change the Volume level as needed

### Speaker Problems


#### Solution 1

- If you are using a desktop computer, make sure that you have a speaker connected


#### Solution 2

- Check that your sound is not muted

#### Solution 3

- Click on the  to the right of the microphone icon at the bottom left of the window
- Make sure that the right **Speaker** is selected

#### Solution 4

- Click on the  to the right of the microphone icon at the bottom left of the window
- Click **Audio Settings...**
- In the **Speaker** section make sure the right device is selected in the selection box
- Click the **Test Speaker** button and change the Volume level as needed



# Zoom Student Instructions



## Camera Problems


### Solution 1

- If you are using a desktop computer, make sure that you have a speaker connected


### Solution 2

- Make sure that your camera is enabled if it has a physical switch to disable the camera

### Solution 3

- Make sure that the camera icon is not disabled in the Meeting toolbar 

### Solution 4

- Click on the  to the right of the camera icon at the bottom left of the window
- Make sure that the right camera is selected under **Select a Camera**