

# Simple Guide to Using Zoom for Our *online sessions*

# Entering the Session

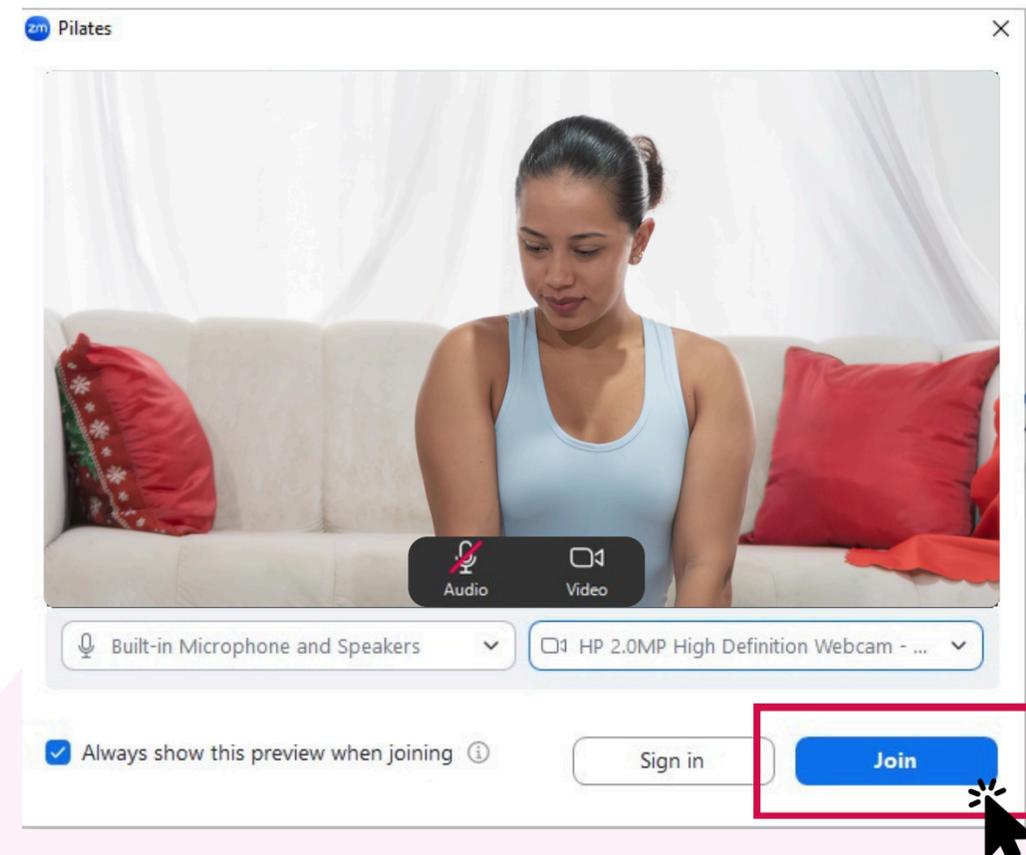
1 Click the zoom link we sent to your email

Confirmation email will be sent out **approx. 1 hour before the session** starts.

<https://us06web.zoom.us/j/87866726148?pwd=JhE6DJiCUwbqIQdNlqWbujxKZawCU2.1>

Make sure you have **Zoom Meeting app installed** on your device.

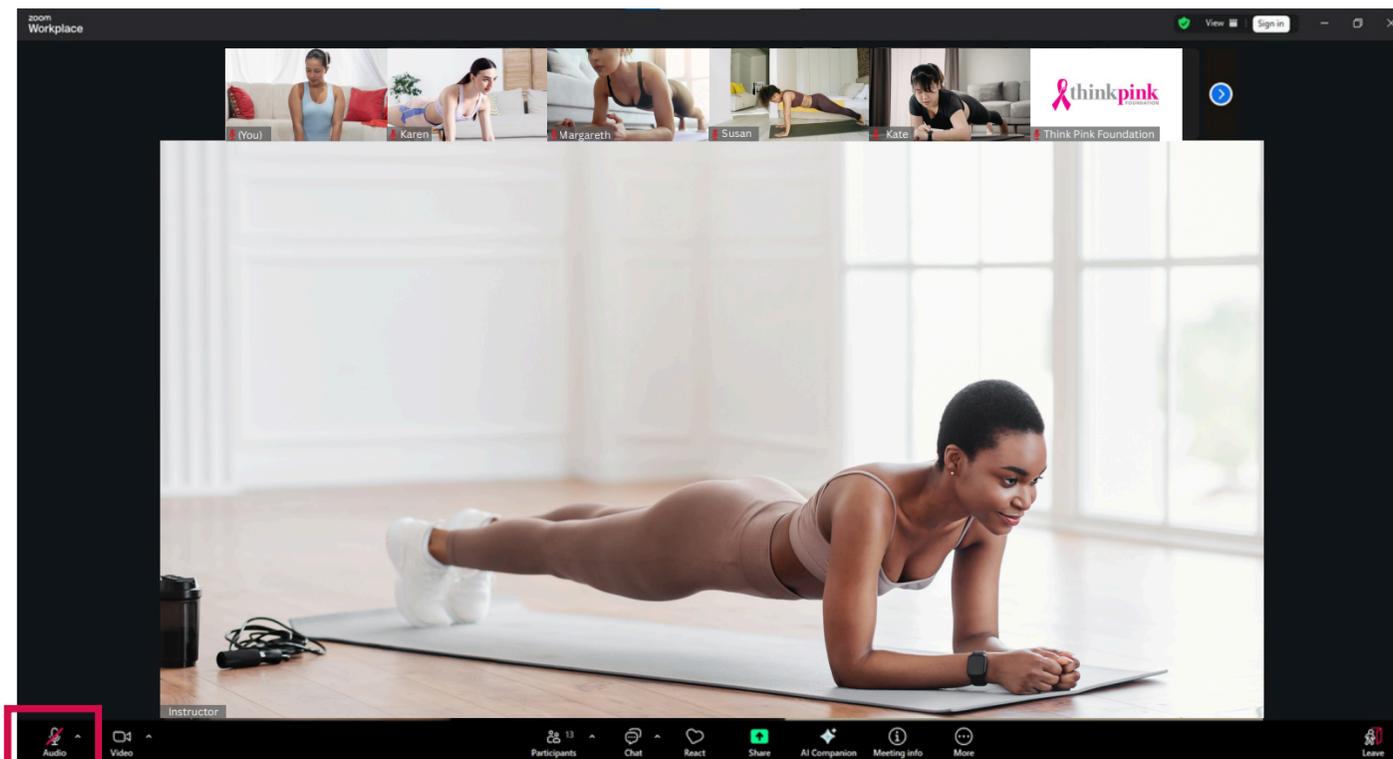
2 Join the Meeting



# How to Mute Your Mic

During the session, **please mute your mic** so the other participants can hear the speaker's voice clearly. You can unmute during discussion or QnA time.

1 On the bottom left corner

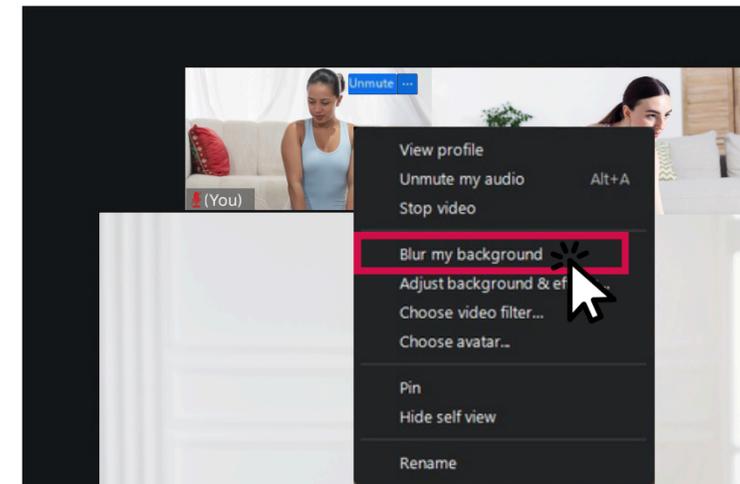
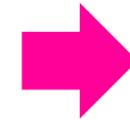
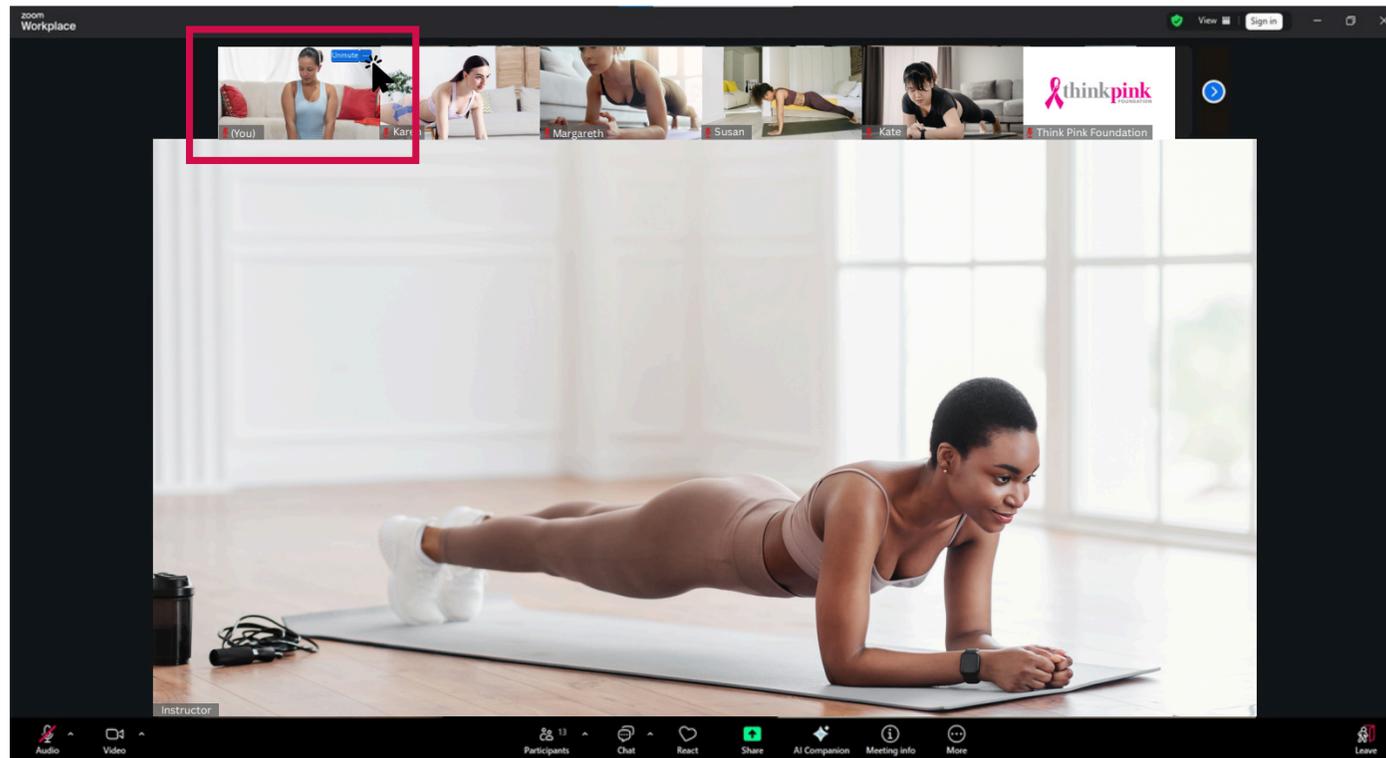


Click this mic logo to mute/unmute. The right one is to turn on/off your cam.

# How to Blur your Background

If you are not comfortable showing your surroundings.

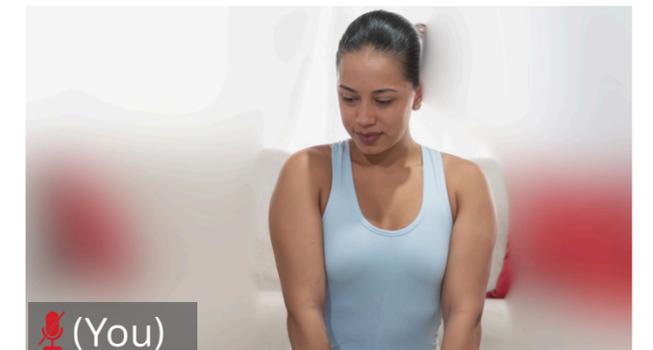
1 On the top left corner



2 Select "Blur my Background"



Before

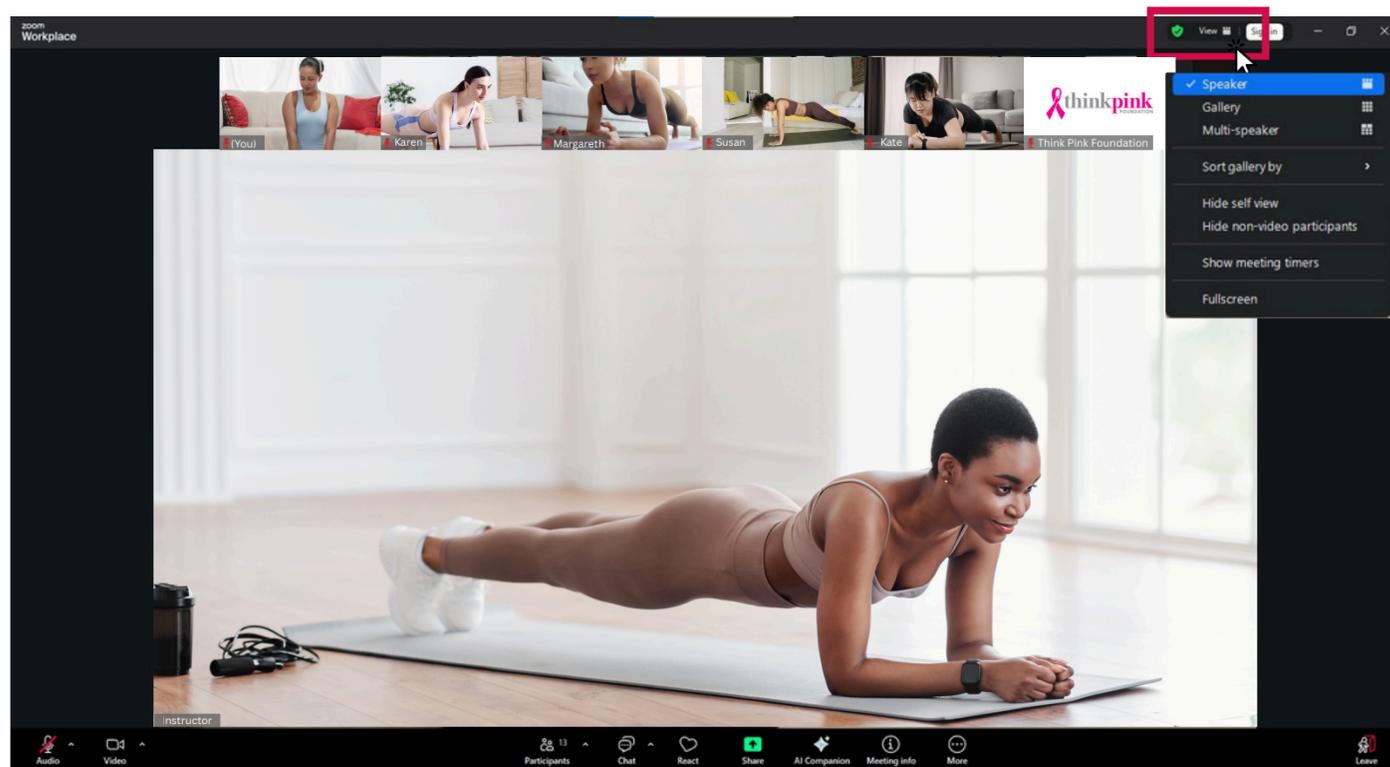


After

# Adjust your Viewing

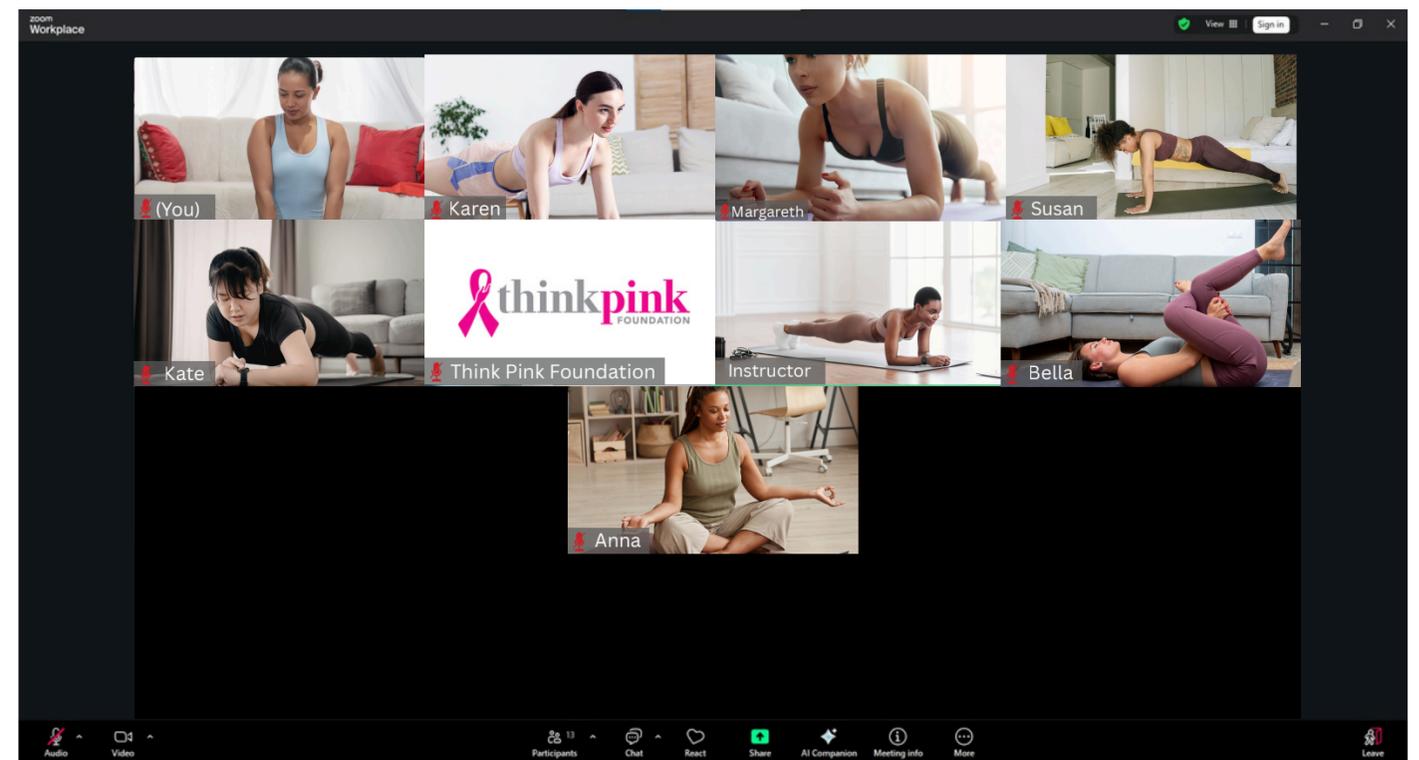
## 1 Spotlight on the Speaker

*This is the default viewing. You will see the speaker cam/screen in the center. Allows you to focus on the instructor more easily.*



## 2 Gallery View

*See all participants in a grid view. Set this view to say hi to other participants before the session or during discussion time.*

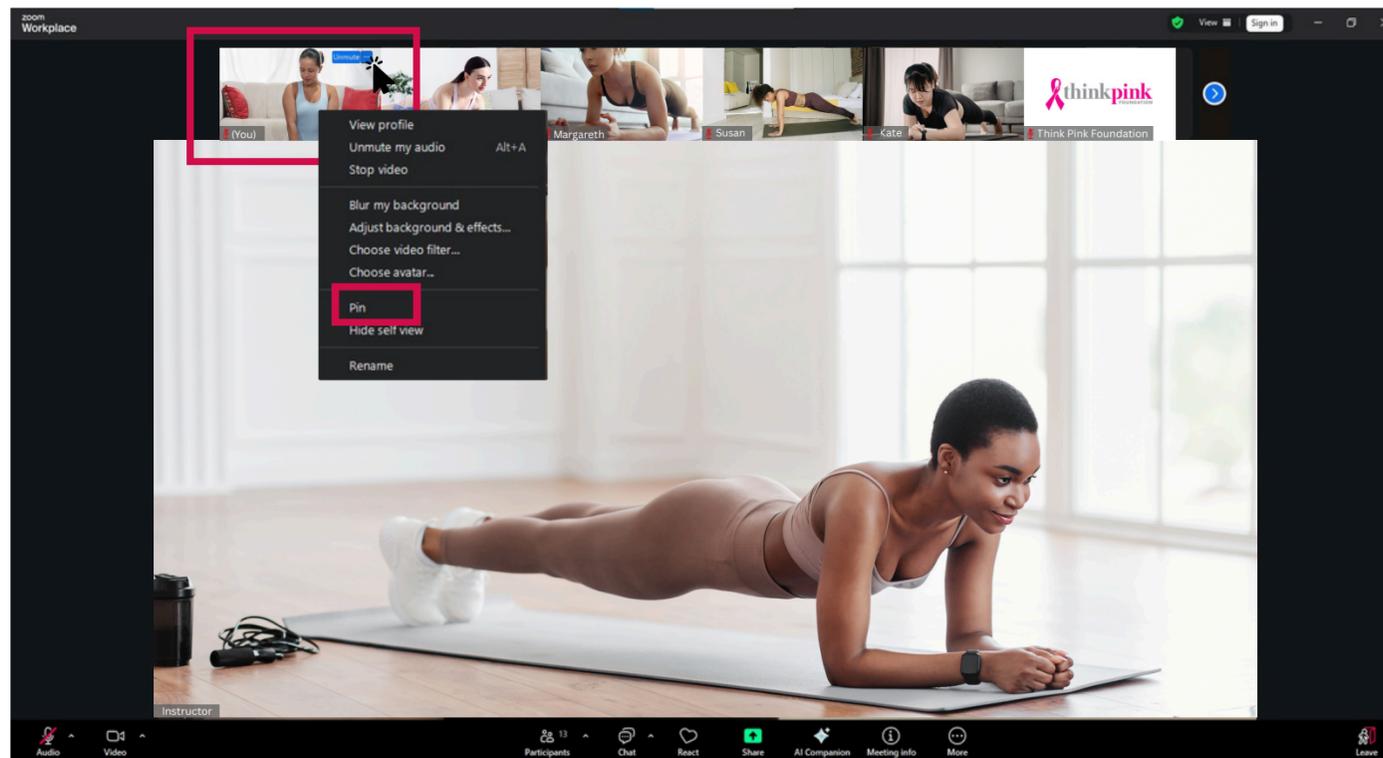


*To change view, click "view" on the top right.*

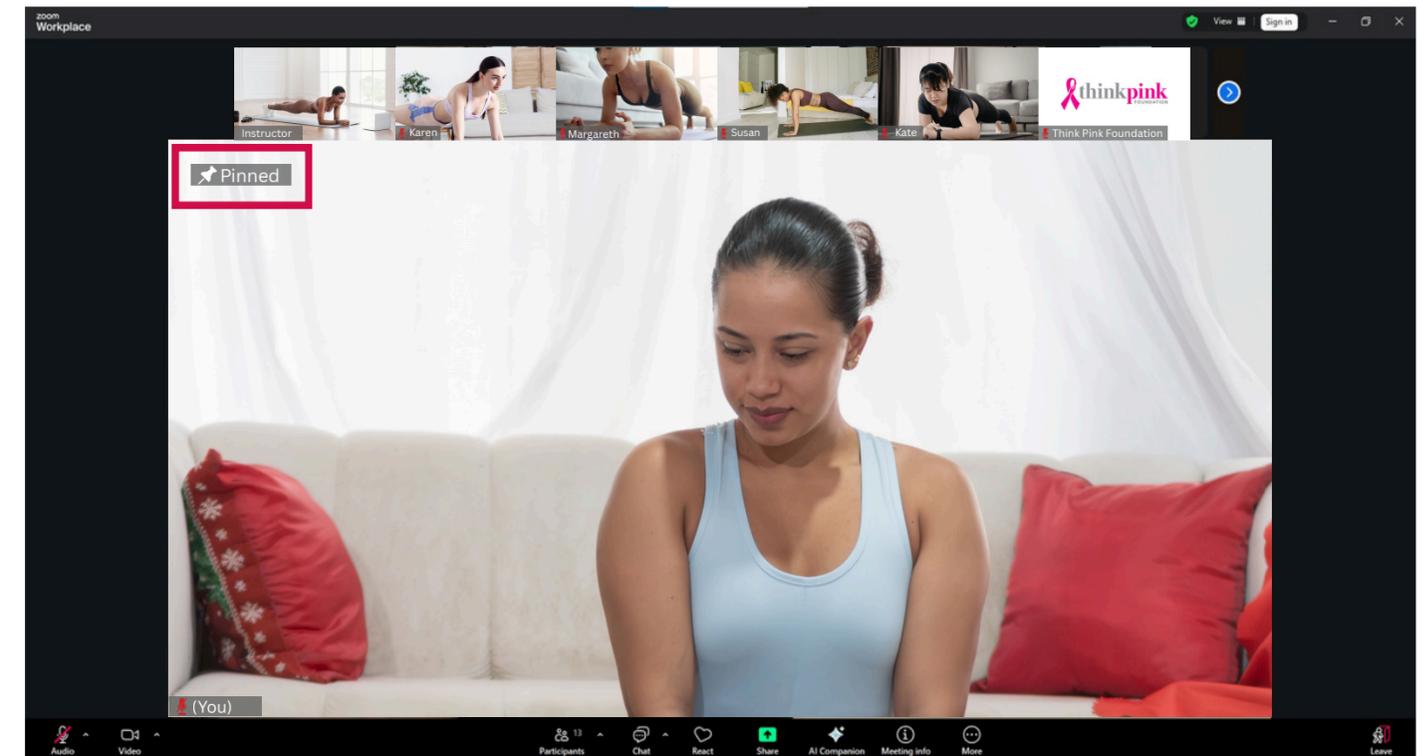
# Adjust your Viewing

## 3 Pin your Cam

*This is to spotlight your cam. Helps you to focus on your move during online yoga or pilates session.*



*On the top left corner, select "Pin".*



*This view is only seen in your screen. To unpin your cam, click the "Pinned" button.*



# Leave the Meeting

*The host will end the meeting for all, but this is if you need to leave early.*

- 1 On the bottom right corner  
*Click "Leave".*

