

Initial Zoom setup

Please install Zoom Client for Meetings in advance (<https://zoom.us/download>). For the best conference experience, please download Zoom Client for Meetings onto your laptop or desktop (note that the Web-browser or App version does not offer all functionalities, e.g., regarding the use of breakout rooms).

We recommend that you try your microphone and webcam before joining the session.

<https://support.zoom.us/hc/en-us/articles/201362283-Testing-computer-or-device-audio>

<https://support.zoom.us/hc/en-us/articles/201362313-How-Do-I-Test-My-Video->

How to join a session

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Zoom-video-call>


Use the Zoom links with your Zoom account to join the meetings about 5 minutes before the start of the session. Please use the **required login name and password** to join the meeting. The technical moderator of the session will let you in from the waiting room.

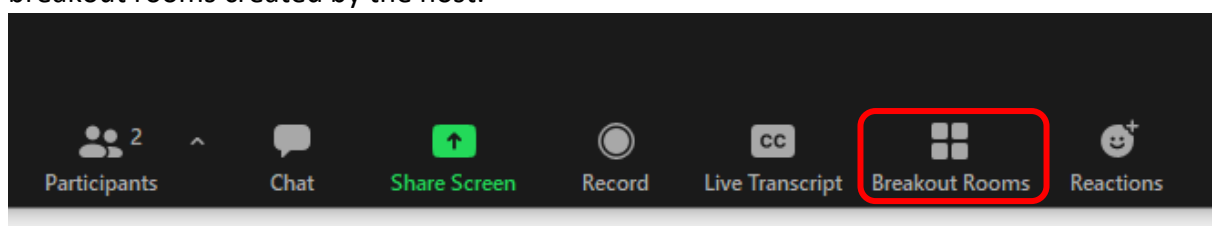
Our recommendation is to turn on your webcam by default to engage more with other participants and to contribute to a more lively conference experience. When presenting or asking questions, we definitely ask you to turn on your webcam. However, during the presentations, we ask only the presenter to turn on the webcam while others turn it off to keep the focus on the presentation itself.

Joining a breakout room

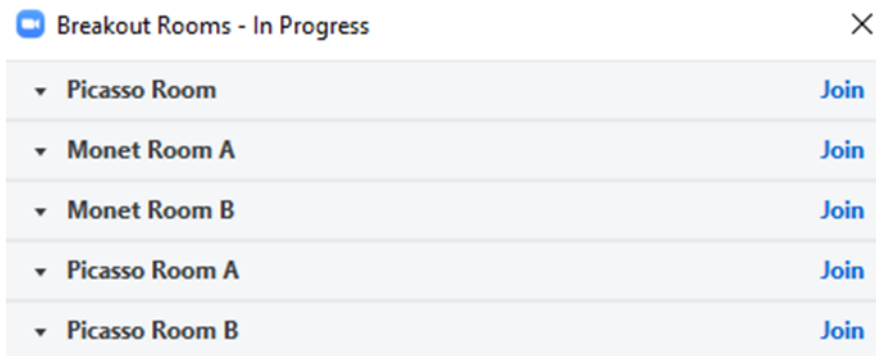
After the technical moderator allows you to enter the main meeting session, you will be able to view and select from a list of breakout rooms. You will be able to enter and leave breakout rooms freely.

Note: Participants not joined with the desktop or mobile app (version 5.3.0 or higher) will not be able to self-select a breakout room. The host will need to facilitate moving these participants manually.

1. Click **Breakout Rooms**  in your meeting controls. This will display the list of open breakout rooms created by the host.



2. Hover your pointer over the number to the right of the breakout room you wish to join, click Join, then confirm by clicking Join.



3. Repeat as necessary to join other breakout rooms, or click Leave Room to return to the main session.

Leaving the breakout room

You can leave the breakout room and return to the main meeting session at any time, or you can leave the meeting entirely from the breakout room.

1. Click **Leave Breakout Room**.
2. Choose if you want to leave the breakout room or the entire meeting.