Logging into Zoom SEQ Account

1. **seq-org.zoom.us** and sign in

2. Sign in with Google
   - *If you have never done this before, follow these steps:*
Logging into Zoom - SCHOOL CHROMEBOOKS

**If this doesn’t work, open your Chrome browser and follow the steps on slide 1.**

1. Click on the Zoom logo at the bottom

2. On the Zoom window that opens, select Sign In and then Sign in with Google

3. Then, continue with Single Sign-On procedures.

4. You will get a box to enter a meeting ID, but you should be able to just join from a link your teacher has provided.
Viewing Multiple Windows

To shrink your Zoom screen and pull up a new browser tab to look like this:

1. Exit Zoom full screen by hitting **ESC** on your keyboard.
   - Resize* the window to take up about ~¼ of your screen (depends on your monitor size).

2. Open a new browser window and resize* it to take up the rest of your screen. 🌐 🌐 🌐

*From the corner of each screen, drag the arrow to change window size.
Communicating in Zoom

1. Reactions
   - Located in your Zoom controls (usually at the bottom of Zoom)
   - Reactions stay up for 10 sections
   - **Chromebooks don’t have reactions. Use #2.**

2. Non-Verbal Communication
   - Click Participants
   - From the new screen, select the appropriate communication.
   - Communication stays up until you/teacher take it down

3. Chat
   - The Chat button brings up a new chat screen. Type in there.
**BE PREPARED**

When possible, set up in a comfortable space with as few distractions as possible. Using a full size screen, headphones, or a virtual background may be helpful, if available.

- Come to each online class session PREPARED with all materials.
- Find the class link on CANVAS and sign in with your seq account early so class can start ON TIME.
- Eating, drinking, or other on screen activities should not be distracting to others.
- School appropriate dress is expected - DRESS CODE APPLIES
- Please only use your phone when asked to do so.

**PARTICIPATE**

This is your chance to be seen, heard, and to interact with your teacher and peers. Take advantage of the moment and find ways to actively participate in learning!

- Keep your CAMERA ON - we want to see you!
- UNMUTE yourself when you are speaking - MUTE yourself when you are not.
- Campus appropriate language is expected in all ZOOM rooms.
- Use campus appropriate language in the CHAT feature to ask questions or to make comments.
- Have your preferred FIRST and LAST NAME visible.
- Use the "Raise Hand" feature when you want to speak. We want all voices heard!

**STAY ENGAGED**

You are in control of your own learning! Remain "present" and focused so you can get the most out of EVERY online class session.

- Be mentally present and an active listener and participant.
- Don't be afraid to ask for HELP before, during, or after sessions.
- Be kind and HELP each other out!

If you get lost or distracted - bring yourself back into the present moment.