

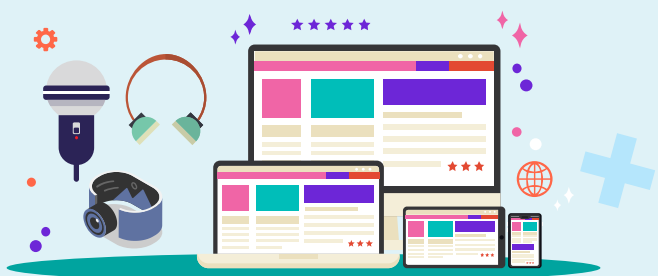
Classes are suspended,
teaching and learning are not.

Cloud Video Classroom on Zoom Shanghai Jiao Tong University

Manual for Students



Preparations You Need for Entering the Cloud Video Classroom on Zoom...



Hardware Equipment

A laptop/desktop, an earphone/headset,
a camera, a microphone, etc.

Software Installation



Download link:
<https://zoom.com.cn/download>



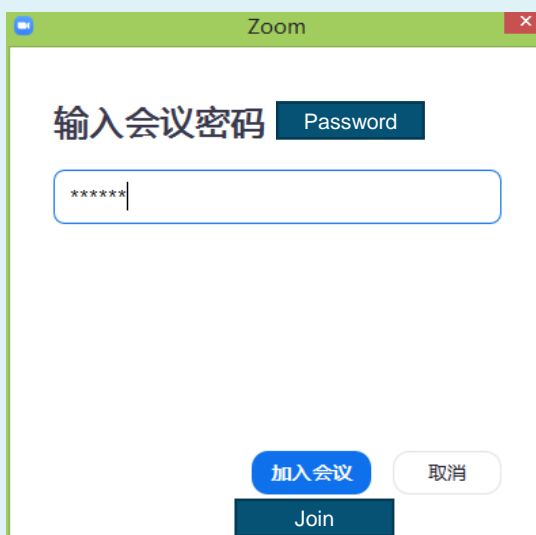
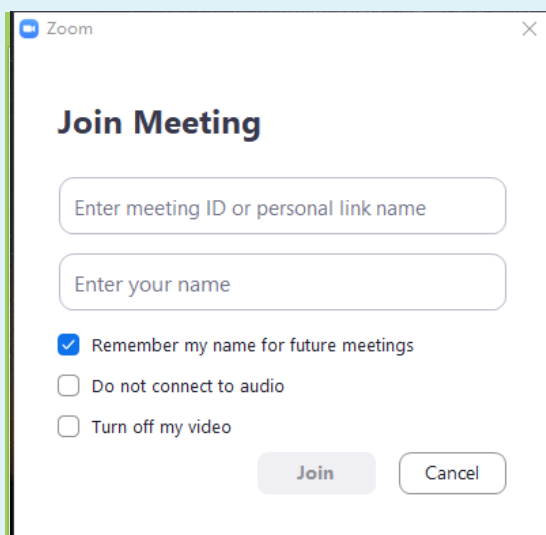
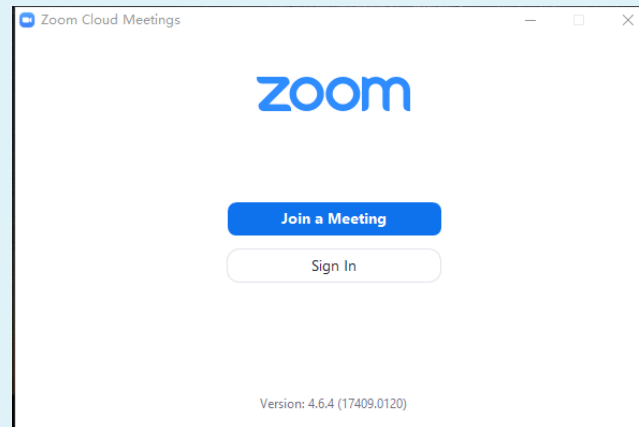
Favorable Surroundings

A brightly lit room with stable
network and quiet surroundings.

You need to acquire the information on the online classroom, including:
meeting ID (9 digits) and meeting password (8 digits).

Enter the Cloud Video Classroom on Zoom

Launch the Zoom Client and click “Join a Meeting”.

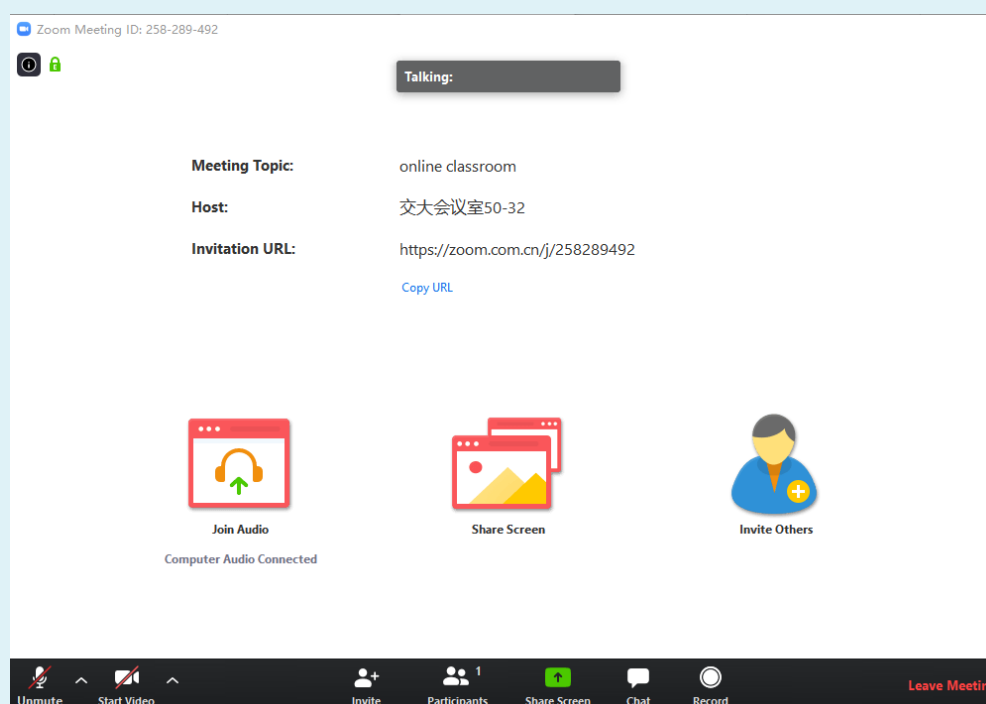


Enter meeting ID and your name and click “Join”.

Enter meeting password, and click “Join”.

Verify your login through mobile text message.

Please use your real name for the convenience of the teacher.



Enter the cloud video classroom on Zoom.

Change the Viewing Mode

Zoom Client provides two modes of views.

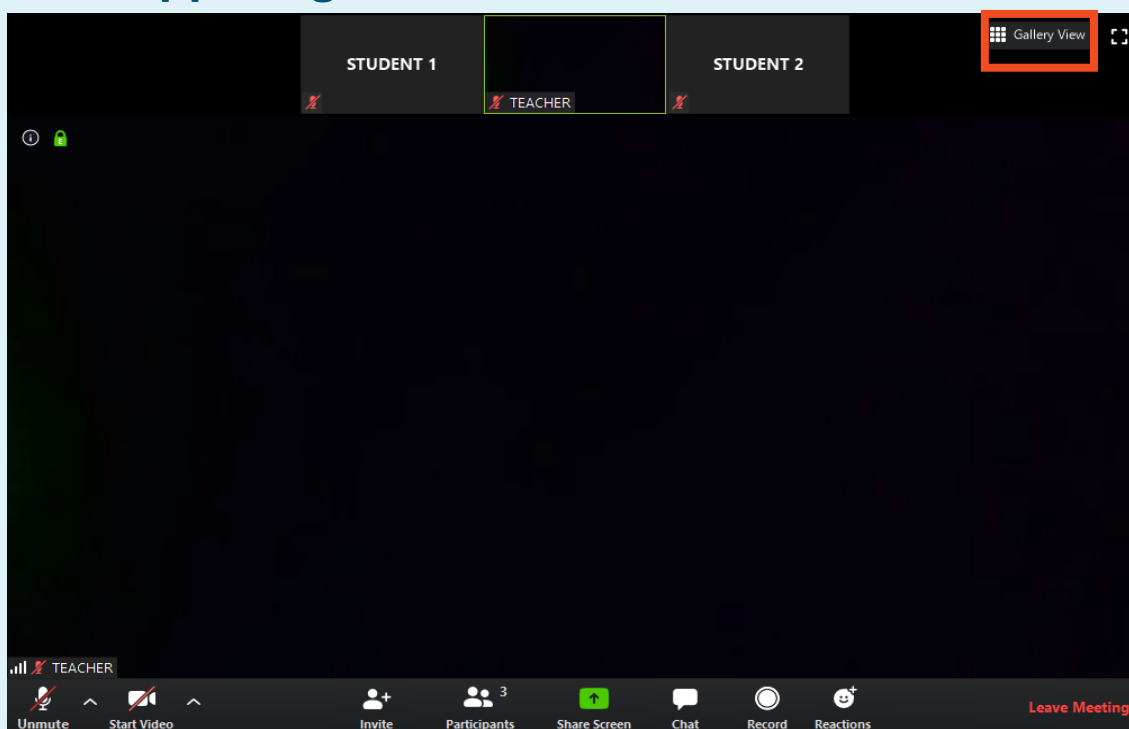
Gallery View

Views of the teacher and students are displayed in rows.

Speaker View

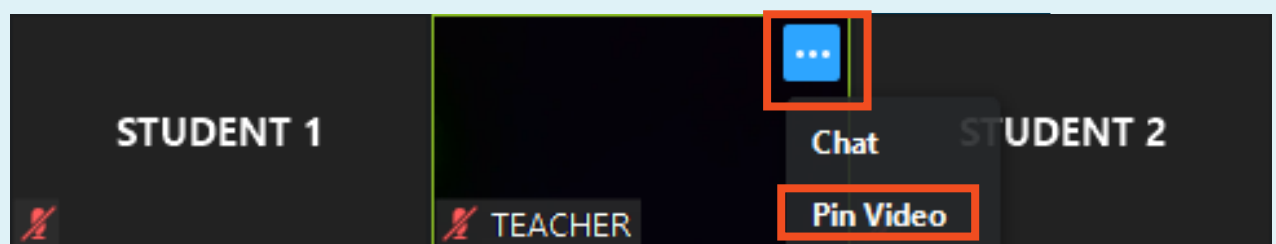
The view of the presenter will be the largest while others will be displayed in a row above.

These views can be swapped by clicking **“Gallery View/Speaker View”** on the upper right corner at the main interface.

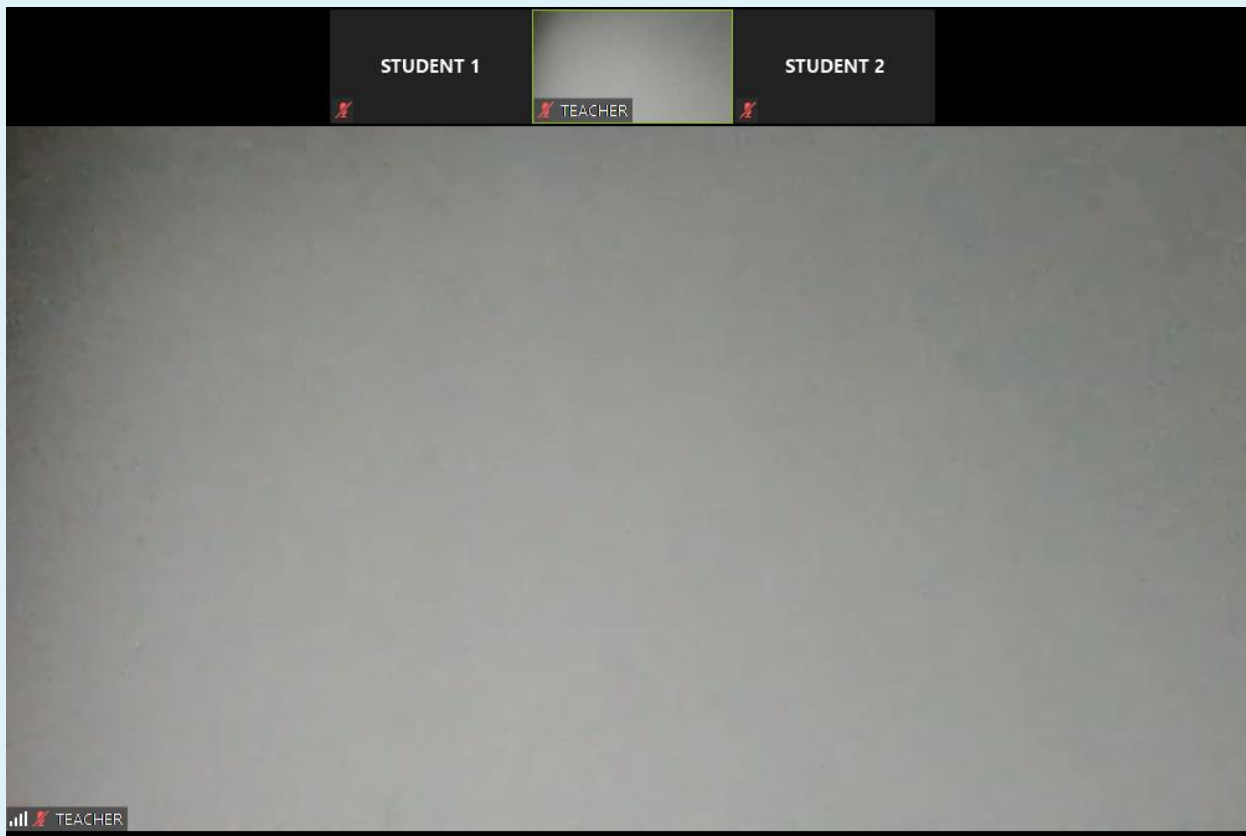


Pin Teacher's Video

At the upper right of your teacher's video, click the **“...”** button and choose **“Pin Video”** in the pop-up menu.



View the Shared Screen



You can see the shared screen by the teacher when **“Share Screen”** is in use.

Modes of Your Microphone and Camera

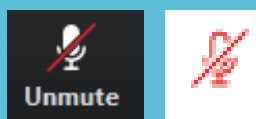
The bottom left corner of the main interface  and the right of the participants panel  show the modes of your microphone and camera. **You can change the mode by a click.**



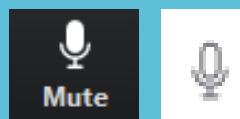
Camera turned off;



Camera turned on.



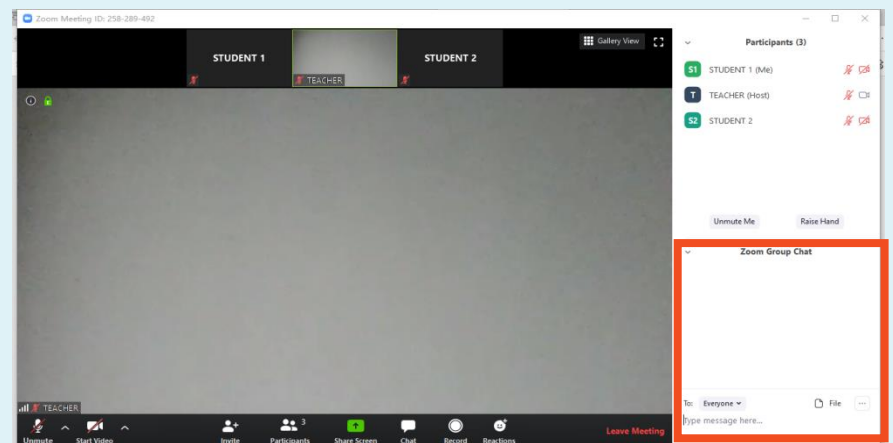
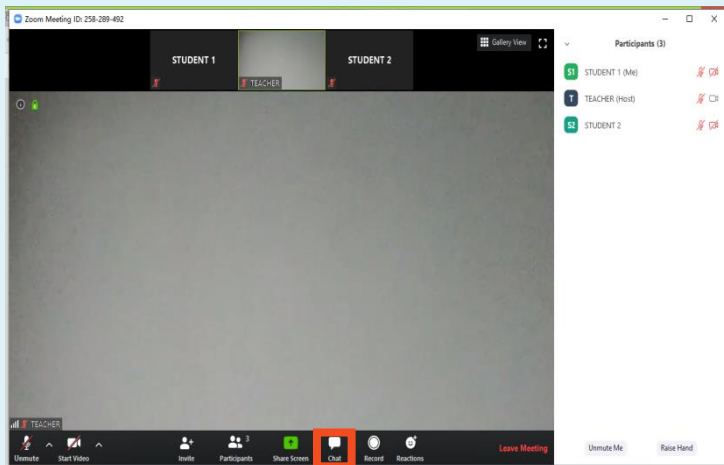
Microphone turned off;



Microphone turned on.

- Upon joining the online class, please turn off your microphone and keep it on mute. Please turn on the microphone only when you need to speak.
- Your teacher might forbid you to turn on the microphone to ensure the effect of teaching.

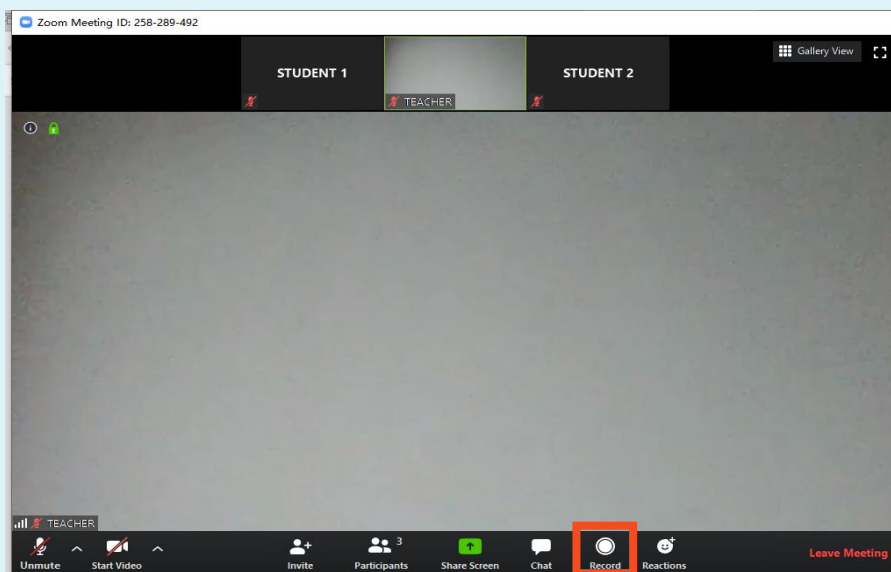
Zoom Group Chat



Click **“Chat”** on the bottom of the main interface to open the **“Zoom Group Chat”** interface.

You can send messages at the **“Zoom Group Chat”** interface on the right.

Record the Lecture



If you need to record the lecture, please notify your teacher beforehand (for example, by messaging the teacher via the Zoom Group Chat). Upon your teacher's approval, you could click **“Record”** on the bottom of the main interface. Then you will see **“Recording”** on the upper left corner of the screen.

名称	修改日期	类型	大小
audio_only.m4a	2020/2/8 22:51	M4A 文件	17 KB
playback.m3u	2020/2/8 22:51	M3U 文件	1 KB
zoom_0.mp4	2020/2/8 22:51	MP4 文件	76 KB

When the class is over, the video saving directory will pop up, in which the **mp4** file contains the audio and video of the lecture.



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