As shown below, each day of class will have a zoom link that you can access in iLearn.
After clicking on the iLearn zoom link you will be sent to a SFSU webpage asking you to allow this link to open your zoom app. Click “Allow”
The zoom app on your device will open and you will be asked to join audio. This is necessary to hear me during class.
Once the Zoom app on your device is open and you have joined audio you will have access to all the zoom features.

Bring your cursor to the bottom of the app window and you will see a list of features. Make sure the Audio is muted and Video is off.
Click on Participants and Chat Icons at the bottom of the app. This will open the Participant and Chat windows that we will use during class.
At the bottom of the Participant window are three icons we will use for asking questions during class.
Clicking on the raise your hand icon is like raising your hand in a face-to-face class. After clicking on the icon a raised hand will appear next to your name in the participant window. I will be able to see the “raised hand” on my screen and can call on you to ask your question. If you want to lower your hand, just click on the icon again.
You can then use audio or the chat window to ask your question.

To use audio to ask your question make sure you turn the audio on by clicking on the unmute button. After clicking on the icon the red slash will disappear and the icon will change to the mute option. Make sure to mute the audio when you are done with your question.

If you prefer not to use audio you can type your question into the chat window.
After your question has been answered click on the lower hand icon to remove the hand from your name in the participant window.
During class I may ask a question or take a class poll that could be answered with a “yes” or “no”. To participate in this you can use the “yes” and “no” icons in the participants window.
Clicking on the “yes” icon will add the “yes” icon symbol next to your name in the participants window. You can use the “no” icon the same way.
We will use “breakout rooms” to have small group discussions. In breakout room mode I will automatically switch your zoom feed to a smaller group of 3 - 5 students. This will replace the small group discussions we used when meeting in the classroom. The groups are generated randomly so it is likely that your breakout room group will be different each time. Within a breakout room you can unmute and use audio to communicate or you can use the chat function.
At the end of class or anytime during class you can click on leave meeting to leave the zoom feed.