

Connecting to a Zoom (virtual meeting) Session

- Step 1:** Position the iPad on a table in a suitable location.
- Step 2:** Turn on the school-provided iPad.
- Step 3:** Find and tap on the “Virtual Meetings” (VM) icon. *(Do not use the Zoom icon)*
- Step 4:** Tap on your child’s class group.
- Step 5:** If prompted to allow access, then choose “Allow”.
- Step 6:** If prompted, select “Join with video”.
- Step 7:** Select “Call using internet video”
- Step 8:** Wait until the teacher starts the session (if it hasn’t already commenced).
Do not be concerned if the meeting says it’s scheduled for later in the year.
- Step 9:** Keep your microphone muted until it’s your time to speak, which your teacher will indicate.
- Step 10:** When it’s time to speak, unmute the microphone.
- Step 11:** After you’ve finished speaking, re-mute the microphone.

 VM

Ending the Zoom (virtual meeting) Session

In most cases, the teacher will end the meeting. However, if you need to leave the meeting early:

- Step 1:** Tap the “Leave Meeting” icon.
- Step 2:** If prompted to confirm, select “Leave Meeting”.

If you’re still uncertain or would like to know how to use other features, please visit our Good News “Learning From Home” webpage and watch the help videos.