



YOUR LEARNING EXPERIENCE USES INTERNET-BASED TECHNOLOGY. USE THIS GUIDE TO HELP YOU GET STARTED.

LEARNING EXPERIENCE TIPS

Preparing for Your CWTS Learning Experience

Take a tour. Join a [test meeting](#) prior to your course to grow more comfortable in the Zoom environment.

Pay attention to your environment. Work in a quiet space with good lighting. Use a comfortable chair in an office or professional-looking space.

Turn your video on. Be sure the camera is on for sessions. If you don't have a camera, let us know and we can get one to you.

Mute your audio when not speaking. This will prevent inadvertent noises (such as coughs, rattling papers, or chair squeaks) from interrupting others.

Limit distractions. Turn off all other electronics. Ask your family for privacy.

Stay engaged and professional. Attend online learning as you would classroom learning. Dress appropriately. Participate in activities. Add to the conversation. Be courteous and respectful. Pay attention to others when they are speaking. Limit side conversations. Do not multitask.

TECHNOLOGY CHECK

You can connect to the video sessions using your phone, tablet, laptop, or computer as long as these devices have a video camera and microphone.



Download Zoom

The Web browser client will download automatically when you join your first meeting. Or [click here](#) to visit the Download Center to download Zoom Client for Meetings.

For iOS devices visit the App Store, and for Android devices visit the Google Play Store. Download Zoom Cloud Meetings.



Test Your Connection

[Click here](#) to join a test meeting to ensure your Internet and video connection works.



Need Help?

If you experience difficulty accessing Zoom with your technology or do not have access to a webcam, please connect with your facilitator. You may also [click here](#) for Zoom tutorial videos.

IMPORTANT NOTE: To create the best learning experience for yourself, other learners, and the facilitator, please join sessions independently, using your own device (not in a group).

