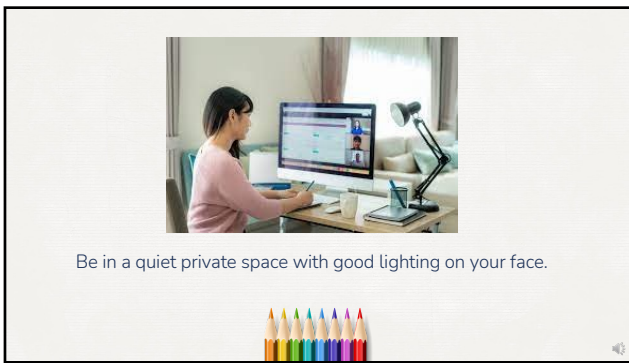


1

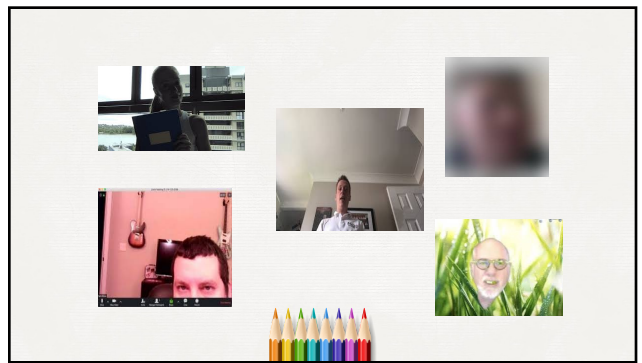
A few reminders

- Please have your license number handy. I don't need to see your "pocket" or license card, but it would be helpful to know your name as the NCREC has it registered. You can find your license information on the NCREC website at [NCREC.gov](http://NCREC.gov).
- Please have the course materials downloaded to your device. I sent you a link to the materials in yesterday's email.
- Have your webcam on.
- If you are having trouble with your webcam, read here: [tinyurl.com/vckvk8ue](http://tinyurl.com/vckvk8ue)

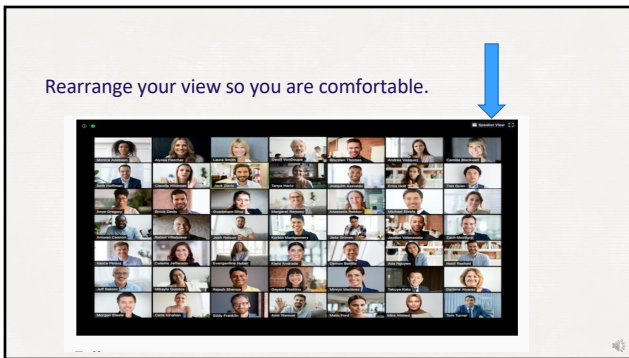
2



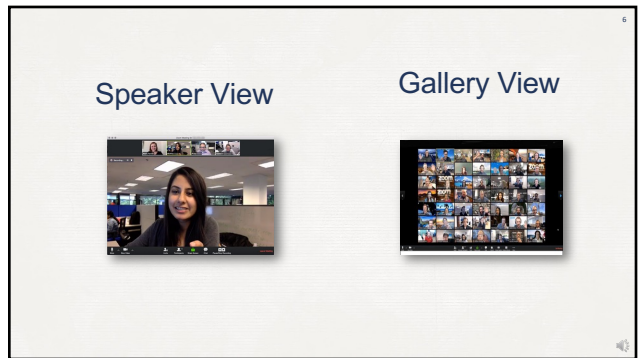
3



4



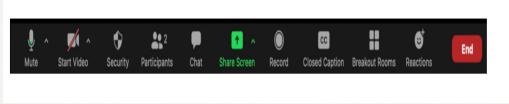
5



6

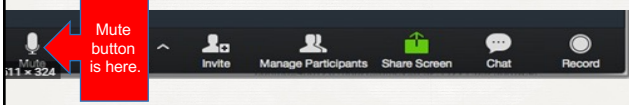
Locate the "tray" of icons/controls.

Usually if you take your cursor and move it slowly around the screen, the tray will show up.



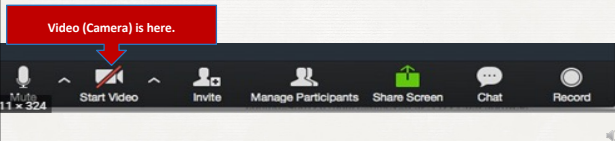
7

Unmute yourself.



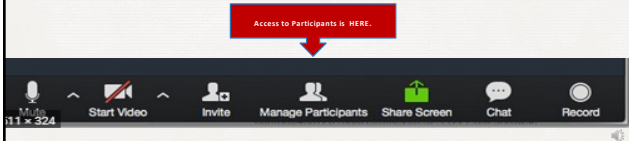
8

Turn your webcam on and off.



9

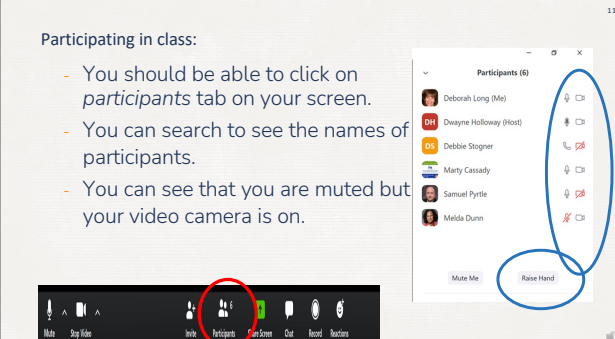
Open the list of participants.



10

Participating in class:

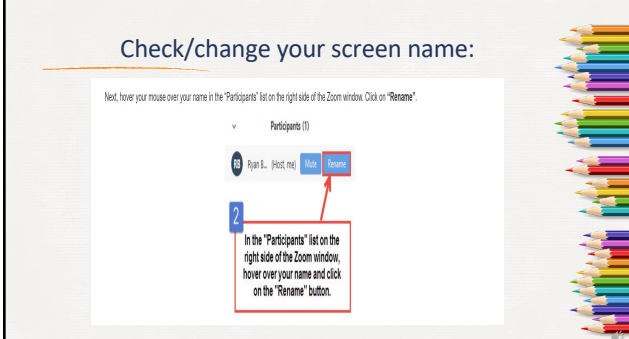
- You should be able to click on *participants* tab on your screen.
- You can search to see the names of participants.
- You can see that you are muted but your video camera is on.



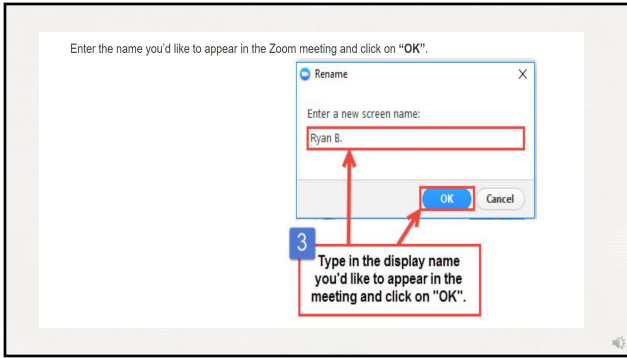
11

Check/change your screen name:

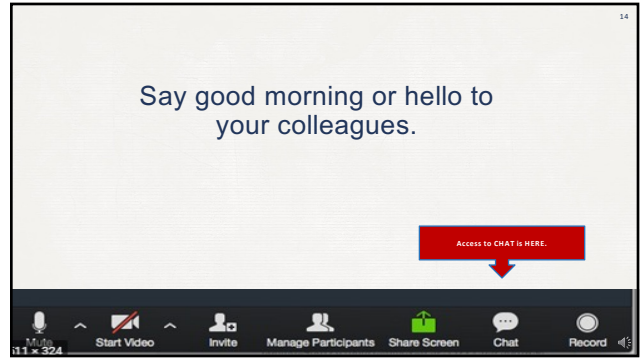
Next, hover your mouse over your name in the "Participants" list on the right side of the Zoom window. Click on "Rename".



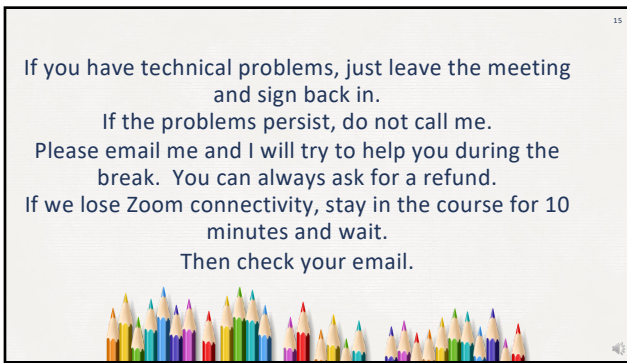
12



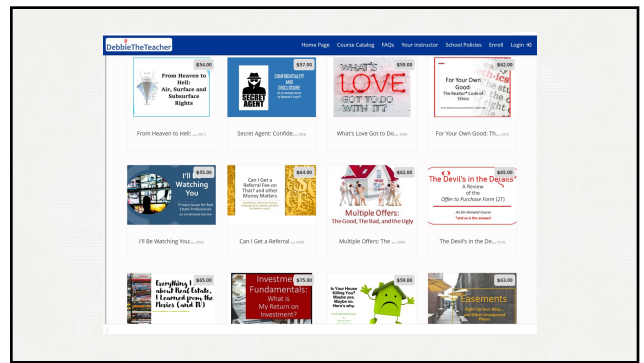
13



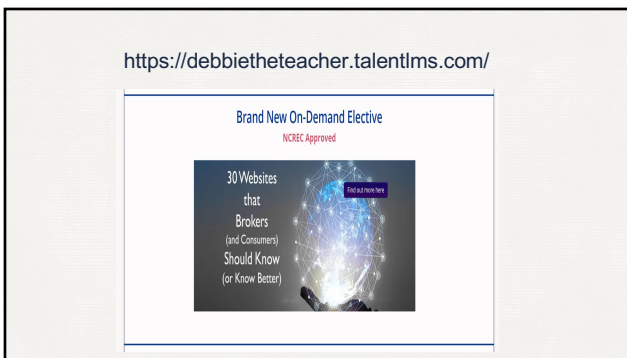
14



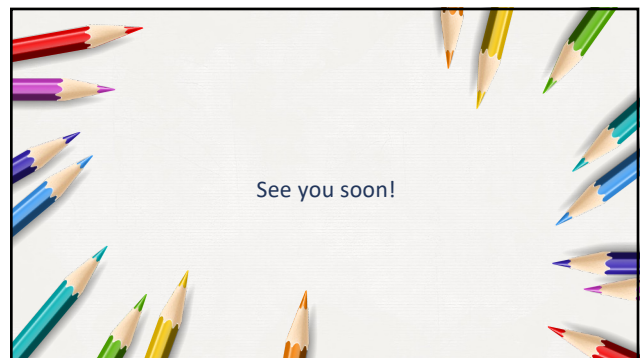
15



16



17



18