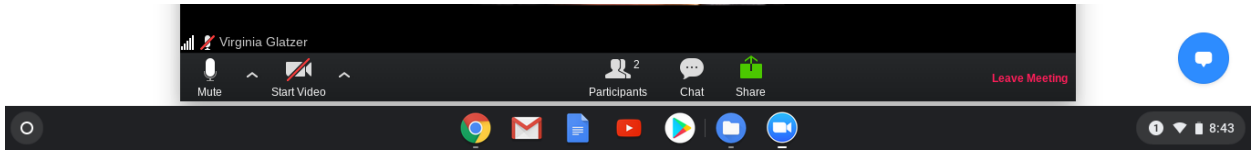
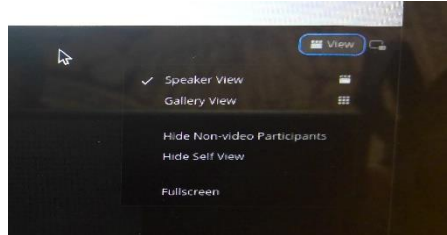


Chromebook Zoom Tools

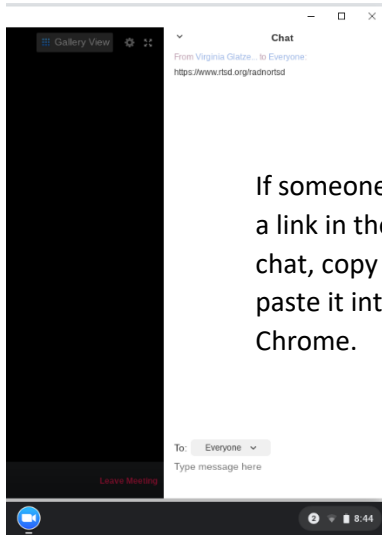
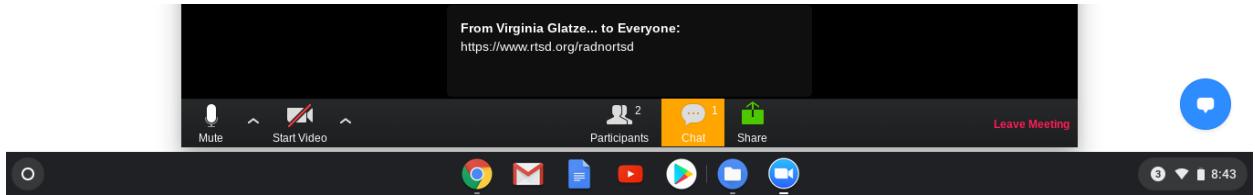
The tools you will use regularly are at the bottom of the Zoom screen.



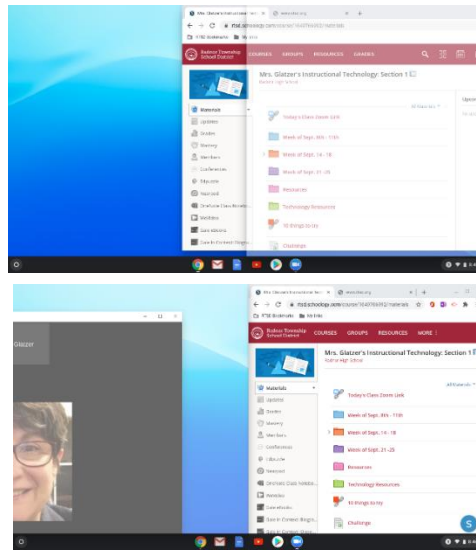
At the top of your screen, Click View and then select Gallery to see 16 of your classmates at one time. Use Speaker view to see a large box with the person, who is talking.



If someone puts a message in the chat, you'll see it pop up at the bottom. Click on it to open the chat.



If someone puts a link in the chat, copy and paste it into Chrome.



To split your screen, drag your Zoom screen to the left or right. Let go when you see a gray box filling half of your screen. Do the opposite with the other screen. Now they are side-by-side.

This is perfect for note-taking or completing an independent task while keeping Zoom open for questions.

