WashULaw Students: Zoom Instructions

As the University moves to online instruction for the rest of the spring semester, most professors will use Zoom. You will be receiving an email from your professor indicating how the course will be taught for the remainder of the semester. If your professor will use Zoom, please see the instructions below. These instructions focus on helping you to create a Zoom account, accessing your Zoom class online, and how to participate in the class discussion. Individual professors may provide additional information on other features of Zoom such as the Zoom chat feature.

**Step One: Create a WUSTL Zoom Account**

The details on creating a Zoom account are available here.

**Step Two: Access Online Zoom Classes Via the Canvas Course Page**

We will be having class at the regularly scheduled times each week. In our course page, there is a zoom button on the left hand side, right under announcements.

![Zoom button on Canvas course page]

After clicking on that button, you will see all of our remaining classes scheduled as “meetings.”
A few minutes before the class is scheduled to start, click the join button for that meeting. The same way that you would normally look to arrive to class in AB Hall before the class actually starts, you should click the button in advance of the actual class start time. You will then be in the classroom with me and the other students.

**Step Three: Muting and Instruction**

As we will all be in the room together, it is important that you remain muted unless I call on you. Indeed, the program will mute you by default. If I ask you a question, unmute yourself and we can have a discussion which everyone else in the class can hear -- just like if we were in A-B Hall. I plan to teach pretty much the same way as I would if we were all in A-B Hall.

**Step Four: Asking Questions**

If you want to ask a question during class, click the participant button at the bottom of the screen. That button, then, allows you to raise your hand.
I will see “your raised hand” and call on you.

If you want to ask a question after class, just stay in the “virtual” room after your classmates leave.

All class sessions will be recorded. Those discussions will upload to the canvas course site and be available there.