ZOOM BUTTONS How to be seen and heard in Zoom!

Using the microphone and camera buttons

These buttons are located in the bottom left corner of your Zoom screen (represented by blue

box)



(Below) The button bar at the base of your Zoom screen



A red line across a button tells you it is switched "off." Examples

(Image below) (Image below) shows the microphone is on and the camera is off



(Image below) Both the microphone and camera are in the "off" position



(Image below) Both the microphone and camera are "on."

