

Quickstart Guide and Tips for Students/Tutees

Zoom Instructions for Participants

Basic instructions to join a meeting: https://senate.universityofcalifornia.edu/_files/resources/zoom-instructions.pdf
<https://www.deanza.edu/online-ed/students/remotelearning.html> ([Links to an external site.](#))

More detailed guide: http://conferzoom.org/Content/Doc/Participant_Guide.pdf ([Links to an external site.](#))

De Anza Remote Learning Resource Hub

<https://www.deanza.edu/online-ed/students/remotelearning.html> ([Links to an external site.](#))

Want some tips to get you organized for online learning? Watch this [12-minute video.](#) ([Links to an external site.](#))

Tips for Success in Zoom Tutoring Sessions

Please read the Quickstart guide, download Zoom, and test your device before entering a tutoring session. It helps if you understand the basic controls and know how to mute and unmute your microphone and video, change view from Speaker to Gallery, open Chat and Participants, and Share your screen or whiteboard. If you have never used these features, don't worry--tutors will help you learn at the start of the session.

- Once in the session, Click on Chat, and, for sessions with more than one student, Participants. Your tutor may ask you to provide feedback by clicking on controls next to your name in Participants
- Don't be shy! The more you participate in the session, the more you will learn. We know it may seem awkward to show your face, but tutoring is more effective if we can see each other's expressions. This helps communication and helps the tutor to know if you are understanding or confused. Of course, no one will force you to share your video. If you don't want to, that's ok too, but we'll expect you to unmute your microphone and talk more, and/or use the Chat and Participants features.
- We are here to help! The goal of tutoring is to work together, encourage independent learning, and help you improve your learning skills. Tutors are your trained and knowledgeable peers, but don't know everything. to have every solution.
- Prepare for your sessions as much as you can: have your course materials, lecture notes and questions ready. But even if you don't have specific questions or don't know where to start, come anyway! A tutor can help you figure out your next steps.