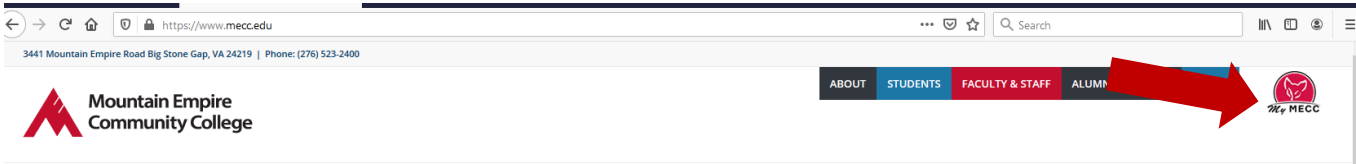


Directions for Accessing Zoom

1. Log in to MyMECC from the Mountain Empire Community College homepage. (www.mecc.edu)



2. Select the Zoom tile.

If you do not see the Zoom tile or have other issues accessing Zoom, contact the MECC helpdesk at helpdesk@mecc.edu for assistance.



3. Select "Join."



4. Enter the Meeting ID provided by your advisor/instructor. You can also click the meeting link in the Zoom invitation that will allow you to bypass the steps above and access your Zoom meeting instantly.

Using Zoom

You can use Zoom from a computer or from a phone. If you are using Zoom from a phone, it functions very similarly to FaceTime and other video call apps. You will have to download the Zoom app (available for free from the Apple or Android App store). To link your Zoom app to your MECC account, click SSO and enter "vccs". It will then prompt you to enter your myMECC login information.

Mute Function – You can use the mute function (click the microphone icon on the bottom left of your screen on a phone or computer) to mute your microphone. It's a good idea to keep your mic on mute unless you have something to say. This reduces background noise and allows for higher call quality.

Chat Function – The chat function is very helpful when on a Zoom call with lots of participants. You can use the chat function (On a computer it's the speech bubble icon across the bottom. On a phone you have to click the three dots on the far right to open additional options. Select "Chat" from there.) to type your questions or comments instead of having to use the microphone.

Video Feed – You can choose to turn your video feed off by clicking the camera icon. Remember that when your video is on, everyone on the call can see what you are doing.

You can access Zoom anytime from your MyMECC portal. As an MECC student, you have access to schedule and host meetings. Host a meeting with some of your friends/family members to practice using Zoom if you're unfamiliar with it.