

A few points about using Zoom in the RAPP Lab:

- The sessions can be accessed directly by clicking the link in the Programme and open it using the Zoom application.
- Audio: Please check that you are muted during the sessions.
- Video: You choose yourself whether to use video by clicking the camera symbol.
- View: We recommend Speaker's view (and not gallery view) – you find it in the top right corner.
- During discussion sessions, please record your questions in the Chat, if possible, so that we can collect the material as part of the documentation. If you do not wish to do so, you may also use the 'raise hand' function.
- Please remember to speak slowly and clearly, as some participants do not have English as their first language
- If sharing a video, press "share screen" tick of "share computer sound" and "optimize for video clip"