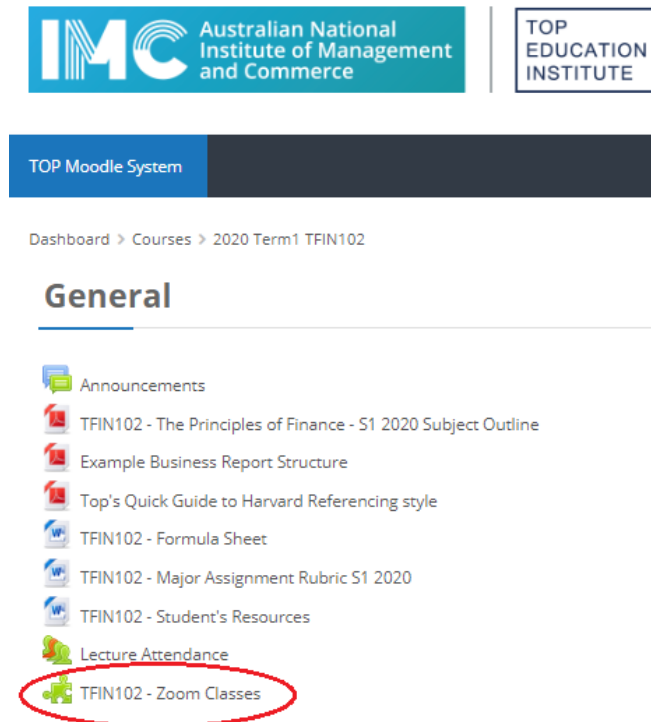


# STUDENT GUIDE TO ZOOM CLASSES

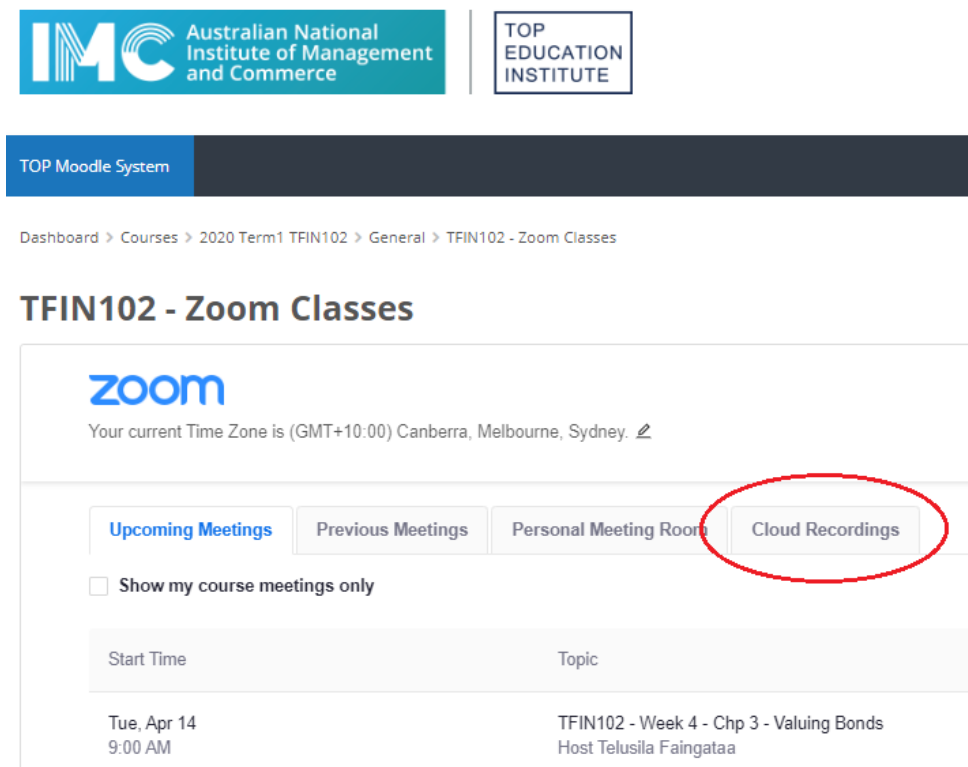
Log into Moodle and go to your course page to click on the Zoom link provided by your teacher.

This can appear in two ways.



The screenshot shows the Moodle interface for the course '2020 Term1 TFIN102'. At the top, there are logos for IMC (Australian National Institute of Management and Commerce) and TOP EDUCATION INSTITUTE. Below the logos is a dark blue header with 'TOP Moodle System'. The breadcrumb trail reads 'Dashboard > Courses > 2020 Term1 TFIN102'. The main heading is 'General'. A list of course activities is displayed, including 'Announcements', 'TFIN102 - The Principles of Finance - S1 2020 Subject Outline', 'Example Business Report Structure', 'Top's Quick Guide to Harvard Referencing style', 'TFIN102 - Formula Sheet', 'TFIN102 - Major Assignment Rubric S1 2020', 'TFIN102 - Student's Resources', 'Lecture Attendance', and 'TFIN102 - Zoom Classes'. The 'TFIN102 - Zoom Classes' item is circled in red.

Here the teacher has created a Zoom Classes activity. When you click on it you will see a list of all the scheduled online classes. As well as those that have been previously recorded and saved in the **Cloud Recordings** tab.






The screenshot shows the Zoom interface. At the top, there are logos for IMC (Australian National Institute of Management and Commerce) and TOP EDUCATION INSTITUTE. Below the logos is a dark blue header with 'TOP Moodle System'. The breadcrumb trail reads 'Dashboard > Courses > 2020 Term1 TFIN102 > General > TFIN102 - Zoom Classes'. The main heading is 'TFIN102 - Zoom Classes'. The Zoom logo is displayed, followed by the text 'Your current Time Zone is (GMT+10:00) Canberra, Melbourne, Sydney. ⌵'. Below this, there are four tabs: 'Upcoming Meetings', 'Previous Meetings', 'Personal Meeting Room', and 'Cloud Recordings'. The 'Cloud Recordings' tab is circled in red. Below the tabs, there is a checkbox labeled 'Show my course meetings only'. A table displays the following information:

Start Time	Topic
Tue, Apr 14 9:00 AM	TFIN102 - Week 4 - Chp 3 - Valuing Bonds Host Telusila Faingataa



Your teacher may have alternatively added a Zoom link to the **weekly** section of your Moodle course page.

**30 March - 5 April**

### TFIN102 - Week 1 - An Overview of Finance

-  TFIN102 - Week 1 Lecture 1 - Overview of Finance
-  TFIN102 - Wk 1 Lecture - An Overview of Finance
-  TFIN102 - Week 1 Quiz 1

Finance Overview

-  TFIN102 - Week 1 Class Activity
-  TFIN102 - Week 1 Lecture 1

Click the provided link provided and then click on Join Meeting

TOP Moodle System

Dashboard > Courses > 2020 Term1 TFIN102 > 30 March - 5 April > TFIN102 - Wk 1 Lecture - An Overview of Finance

### TFIN102 - Wk 1 Lecture - An Overview of Finance

[Join Meeting](#)

Recurring meeting (meeting with no end date or time)

Password Protected	No
Join meeting before host	Yes
Start video when host joins	Yes
Start video when participant joins	Yes
Audio options	VoIP and Telephony

[All meetings](#)

By using this method your teacher will be posting a link to the recording under that week's section of the course.

**30 March - 5 April**

### TFIN102 - Week 1 - An Overview of Finance

-  TFIN102 - Week 1 Lecture 1 - Overview of Finance
-  TFIN102 - Wk 1 Lecture - An Overview of Finance
-  TFIN102 - Week 1 Quiz 1

Finance Overview

-  TFIN102 - Week 1 Class Activity
-  TFIN102 - Week 1 Lecture 1
-  TFIN102 - Week 1 Quiz 1 Answer

When in the Zoom classroom, please make sure that your microphone is on **Mute**, and your webcam is off (unless your teacher instructs you to turn it on).

Please consider that other people can hear you, so it is best to keep background noise to a minimum.

