Brief operation manual of Zoom

Step 1: Download Zoom
Download Zoom at https://zoom.com.cn/download (Applicable to both computer and cellphone)

Step 2: Meeting preparation
Equipment requirement
- It is recommended to use wired broadband (2Mbps) + computer live (windows and MAC) for networking and computer equipment.
- To ensure the quality of the meeting, please ensure the audio and video of your compute or cell phone is working well.
- Use the headset to improve the audio effect, so as to avoid the echo and howl caused by the external sound.

Get the information of zoom online conference room.
- The conference number will send to you before the meeting .
- Enter the conference room for testing 15 minutes before the start of the meeting.

Step 3: Enter the room
Copy and search the obtained meeting link to enter the meeting room, log in with name format: Given name, Family name- organization-Country/region.