

# Zoom Procedures and Etiquette

- 10-15 minutes before class, test your video (click [HERE](#) for instructions) and audio (click [HERE](#) for the instructions)
- Join the session a few minutes before the start time
- From the start, share your video
- Use head phones if you have them
- Make sure your audio is muted at the start of class and at all times when you are not speaking
- Participate as often as you can! Click the **Participants** icon at the bottom of the screen, then the **Raise Hand** button in the participants panel
- Be prepared to be cold-called, to expand participation
- Whenever you are called on, **unmute, speak, then re-mute**