

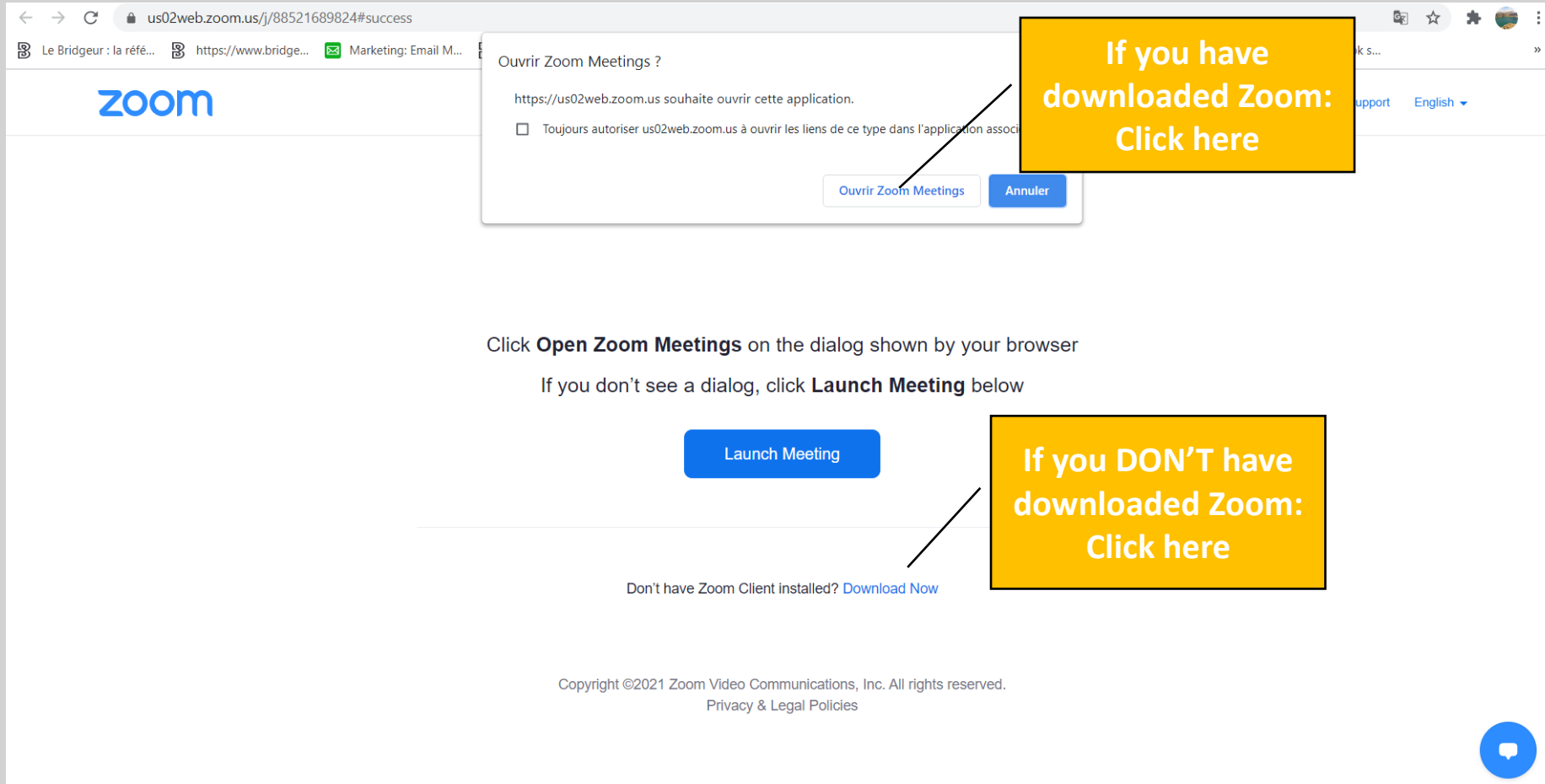
CONFÉRENCES
le
Bridg^eur



**How to access the
Zoom conference?**

FROM A COMPUTER OR A TABLET

1. Click on the link sent by Bridge Eshop
2. If you have downloaded the Zoom application, click on the "Open Zoom Meetings" button; if not, click on "Download now".



The screenshot shows a browser window at the URL `us02web.zoom.us/j/88521689824#success`. A security dialog box is open, asking to "Ouvrir Zoom Meetings ?" (Open Zoom Meetings?). The dialog text reads: "https://us02web.zoom.us souhaite ouvrir cette application." and "Toujours autoriser us02web.zoom.us à ouvrir les liens de ce type dans l'application associée" (Always allow us02web.zoom.us to open links of this type in the associated application). There are two buttons: "Ouvrir Zoom Meetings" and "Annuler". A yellow callout box points to the "Ouvrir Zoom Meetings" button with the text: "If you have downloaded Zoom: Click here".

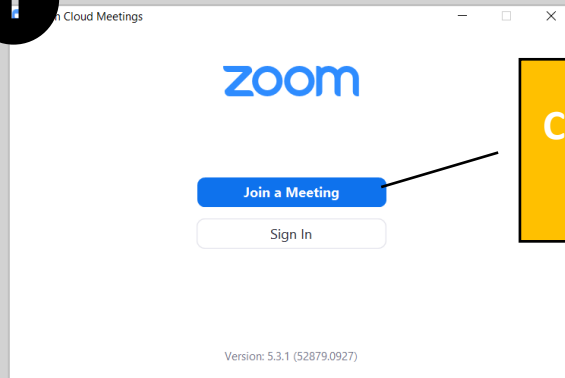
Below the dialog, the Zoom logo is visible. The main page content includes the text: "Click **Open Zoom Meetings** on the dialog shown by your browser" and "If you don't see a dialog, click **Launch Meeting** below". A blue button labeled "Launch Meeting" is present. Below it, there is a link: "Don't have Zoom Client installed? [Download Now](#)". A second yellow callout box points to this link with the text: "If you DON'T have downloaded Zoom: Click here".

At the bottom of the page, there is a copyright notice: "Copyright ©2021 Zoom Video Communications, Inc. All rights reserved. Privacy & Legal Policies". A blue chat icon is in the bottom right corner.

FROM A COMPUTER OR A TABLET

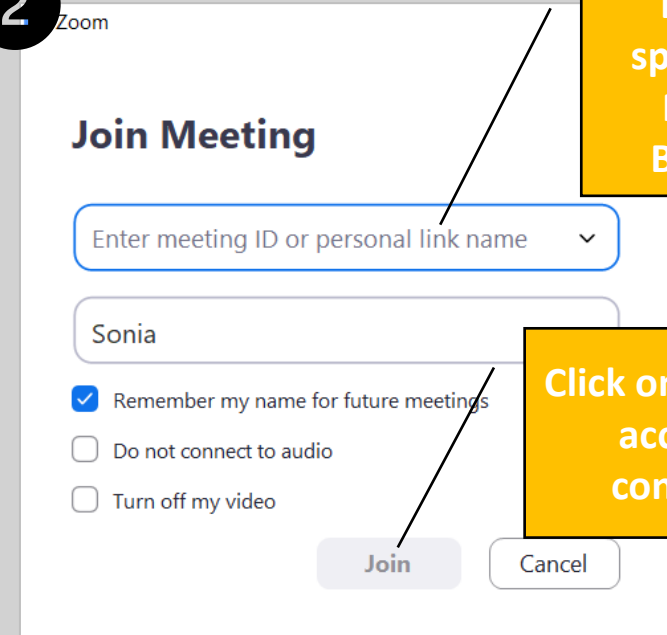
1. Open directly your Zoom application or go to the Zoom.us website
2. Click on "Join a meeting" and then enter the ID specified in the PDF sent by Bridge Eshop

1 FROM THE ZOOM APPLICATION



Click on « Join a Meeting »

2

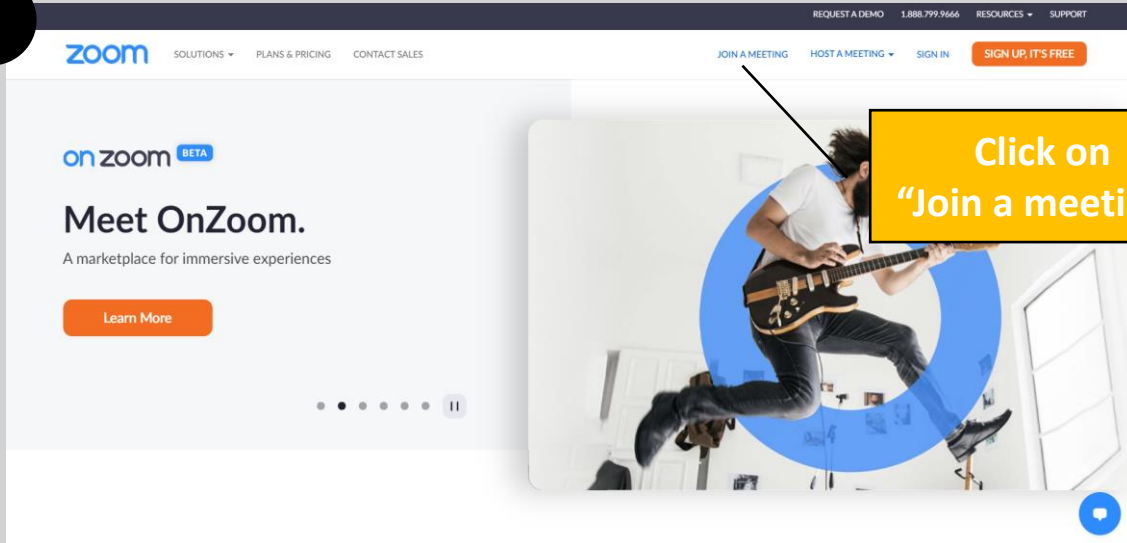


Enter the ID specified in the PDF sent by Bridge Eshop

Click on « Join » to access the conference

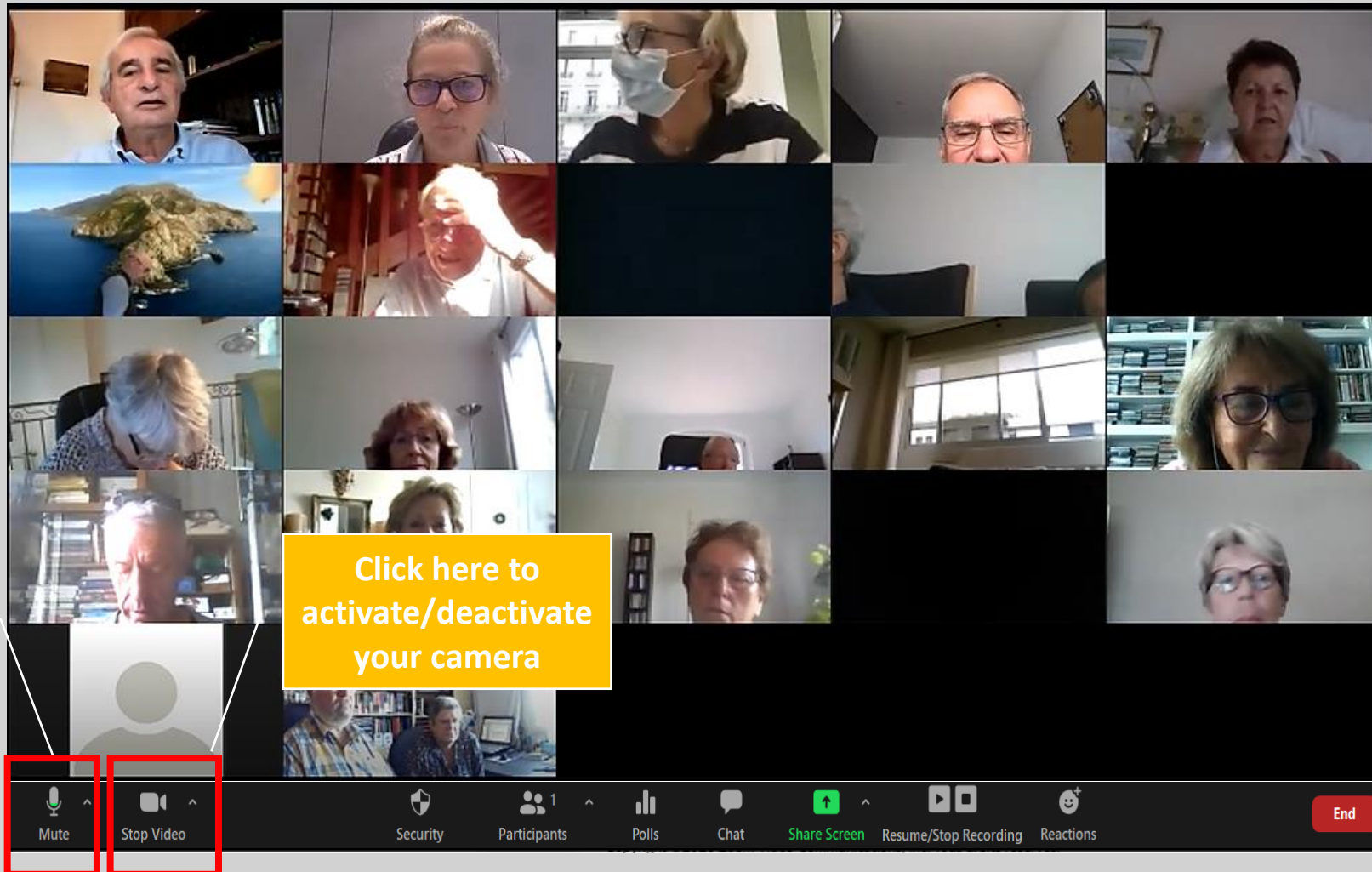
1 FROM THE ZOOM WEBSITE

1



How to manage the sound and the camera on Zoom?

1. By default, your sound is muted when you arrive on the Zoom platform so as not to disrupt the conference.
2. You can activate/deactivate the sound and the camera at any time by clicking on the corresponding icons at the bottom left.
3. However, if you do not hear the conference, you can usually leave the conference and return to it.



Click here to
activate/deactivate
your sound

Click here to
activate/deactivate
your camera

How do I access Zoom chat?

To participate in the conference, please use Zoom messaging:

1. Click on "Chat" at the bottom of your screen Zoom
2. A window will open on the right of your screen.
3. Write your message and then click on the Send key on your keyboard.

The image shows a Zoom meeting interface. On the left, a grid of 18 video thumbnails displays various participants, including a man in a blue shirt, a woman with glasses, a woman wearing a face mask, and a scenic view of a coastline. At the bottom of the grid is a toolbar with icons for Mute, Stop Video, Security, Participants, Polls, Chat, Share Screen, Resume/Stop Recording, Reactions, and End. The 'Chat' icon is highlighted with a red box. On the right side, a chat window is open, showing the host's name 'Sonia Valoura (Host, me)' and a 'Welcome !' message. A red box highlights the chat input area, which includes a 'To:' dropdown set to 'Everyone', a 'File' icon, and a text input field. A yellow callout box with a red border points to this input area, containing the text: 'Write your message and click on the Send key on your keyboard'.

How to manage the display on Zoom?

- When the conference starts, the meeting leader will share his or her computer screen with the participants. You will then see the facilitator's presentation appear on your screen. Screen sharing will potentially open in "side-by-side" mode, meaning that you will see the moderator's screen on the left and his or her camera on the right (see image below).
- If this is not the case, you can click on "Display options" and then on "Side by side mode".

Vous voyez actuellement l'écran de

7

	Sud	Ouest	Nord	Est
♠ D107				
♥ AD965				1 ♦
♦ R7	1 ♥	Passe	1 ♠	Passe
♣ 1083	???			

View Options

- Original Size
- Request Remote Control
- Annotate
- Side-by-side Mode

Click here to enable/disable side-by-side mode

Mute Stop Video Security Participants Polls Chat Share Screen Resume/Stop Recording Reactions End

**Who can record
the Zoom conference?**

Only the presenters (the Bridge Eshop team and the speaker) are able to record the conference.