



Using ZOOM For CW Academy

(Student Version)

Rob Brownstein, K6RB

Copyright 2018 © The following material may not be copied in whole or in part without the expressed consent of the CW Operator's club and the author.

Introduction:

Currently CW Academy uses two means of conducting online audio/video meetings. If your advisor will be using Skype, please refer to the Using Skype resource document. If your advisor will be using Zoom, then read further in this document.

All CW Academy course are eight weeks in duration and involve up to 16 online audio/video meetings. At these meetings, the advisor and the other group participants are all able to see and hear one another speaking and sending Morse. A webcam (camera/microphone) either built into or attached to your system provides the audio/video input. When you send Morse code, it must be audible enough to be picked up by your webcam microphone.

Joining a scheduled meeting:

Your advisor will inform you as to the days and times of the 16 meetings that have been scheduled. Your advisor will also provide you with a meeting ID number. A few minutes before each scheduled meeting you will use the URL www.zoom.us/meeting and this page will appear.

zoom SOLUTIONS ▾ PLANS & PRICING CONTACT SALES JOIN A MEETING HOST A MEETING ▾ SIGN IN SIGN UP, IT'S FREE

Sign In

Email address

Password

Sign In

[Forgot password?](#) Stay signed in

[Or, sign in with Google or Facebook](#)

New to Zoom? [Sign Up Free](#)

In the upper right corner you'll see the menu item "join a meeting." Select that item and this page will appear.

Join a Meeting

Your meeting ID is a 9, 10, or 11-digit number

[Join](#)

[Join a meeting from an H.323/SIP room system](#)

Enter the meeting ID in the field below “Join a Meeting” and then select “join.” That’s it. In a second or two you’ll see yourself as well as any other group members who have already joined. Your advisor will begin greeting the participants and proceed with that meeting’s agenda.

At a first meeting of the group, your advisor will ensure that everyone can be seen and heard, and that everyone’s Morse sending device can be heard.