

Getting Online & Zoom

Digital Assistive Technology



This Workshop will Cover

- Keeping your devices and accounts safe
- Staying safe online
- Mobile Data vs WiFi
- How to use Zoom
- Troubleshooting

How to keep your devices safe

- Use a passcode
- Do not share your passcode with anyone
- Do not leave your phone unattended
- Keep your software and apps up to date



Passcodes, Passwords and Passphrases

Passcode - Used to unlock your phone or tablet
167899

Password - Should be a mix of letters, numbers and symbols
dXey6-meL8i-d3aa&

Passphrases - Relatively secure and easier to remember.
Mydogis100%thebestintheworld



Password tips

Follow these tips for creating a strong password.

- Do not include personal information
- Use a jumble of numbers, letters and symbols.
- Use password manager software.
- Use multi-factor identification



Identify Scams

Usually threaten that something may happen to you or your accounts

Include a link that may look unusual

Your bank will never contact you and ask you to confirm your login details or password.



More information

www.scamwatch.gov.au

<https://www.scamwatch.gov.au/>

<https://beconnected.esafety.gov.au>

<https://www.cyber.gov.au/>



Making secure online payments

- Use a secure internet connection
- Use a trusted website
- Consider using credit over debit
- Keep an eye on your accounts



Mobile Data vs WiFi

• Mobile data is provided by your mobile phone carrier. When in use you will see 5G, or 4G in the top corner of your phone.



• WiFi is provided by your Internet Service Provider. When in use you will see this symbol in the corner of your phone.

• How to avoid a data blowout



Zoom

Zoom is a video conferencing app

Can be used for meetings, therapy sessions, conversations with friends.

Zoom has significantly more functionality on the computer version.



Getting Started

Allows you to join meetings

Host one on one meetings

Host group meetings (up to 40 minutes duration)

Ensure your device has

- Webcam
- Microphone
- Speakers



Joining A Zoom Meeting

- You may be emailed a link to join a Zoom meeting. Click on the link to join the meeting (you may need to enter a passcode)

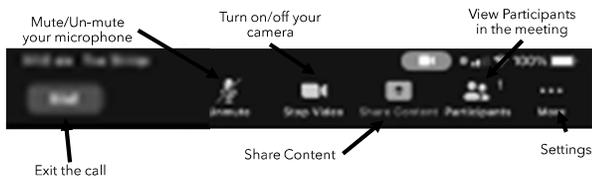
Hi there,
[Name] is inviting you to a scheduled Zoom meeting.
Join from PC, Mac, Linux, iOS or Android: [https://\[ID\].zoom.us/](https://[ID].zoom.us/)

- Joining using Meeting ID



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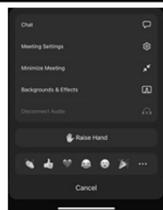
In a call



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Useful functions

- Chat
- Raise Hand
- Reactions
- Meeting settings
 - Gallery View
 - Blur Background



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Computer specific accessibility settings

- Closed Captions
 - Including ability to adjust text size
- Noise Suppression
- Multi-spotlight
- Focus Mode
- Mute participants upon entry.



Etiquette

- Keep your microphone muted when not speaking
- Use the raise hand button if you have a question
- Try to find a quiet space for the call
- Send links prior to the meeting



Trouble Shooting:

- Check your connection to the internet.
- Not all problems may be at your end, other people in the call may have issues which will affect your ability to hear.
- Check your device volume is turned up
- Check your microphone is not muted



Thank you

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