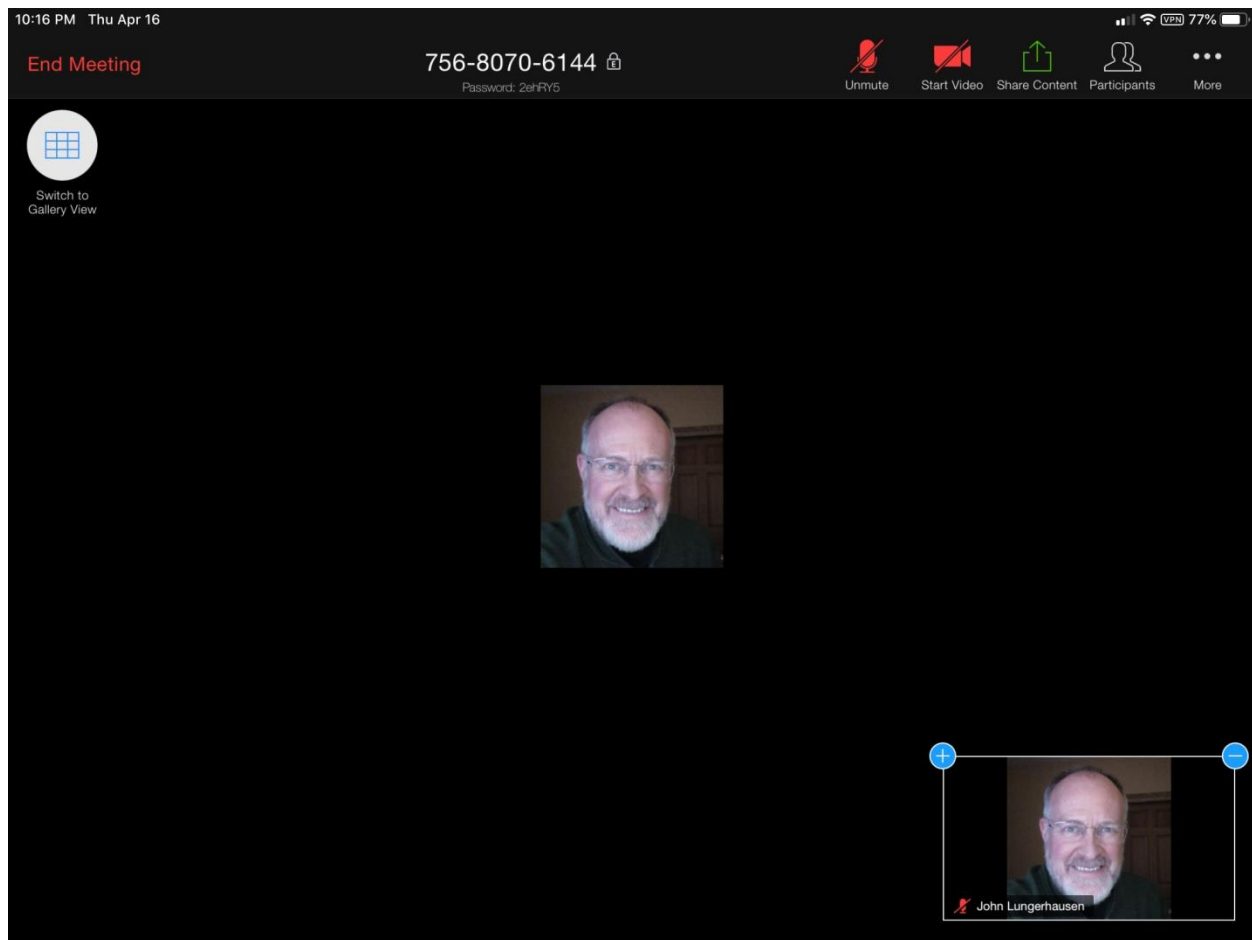


iPad Zoom Room Screen Characteristics

This document shows several screen shots illustrating the operational characteristics of the iPad in a Zoom session. There are, of course, several different versions of iPad out there and some may operate slightly differently than what is shown here depending on size and memory, but the basics should be the same.



Screen 1 – Active Speaker View

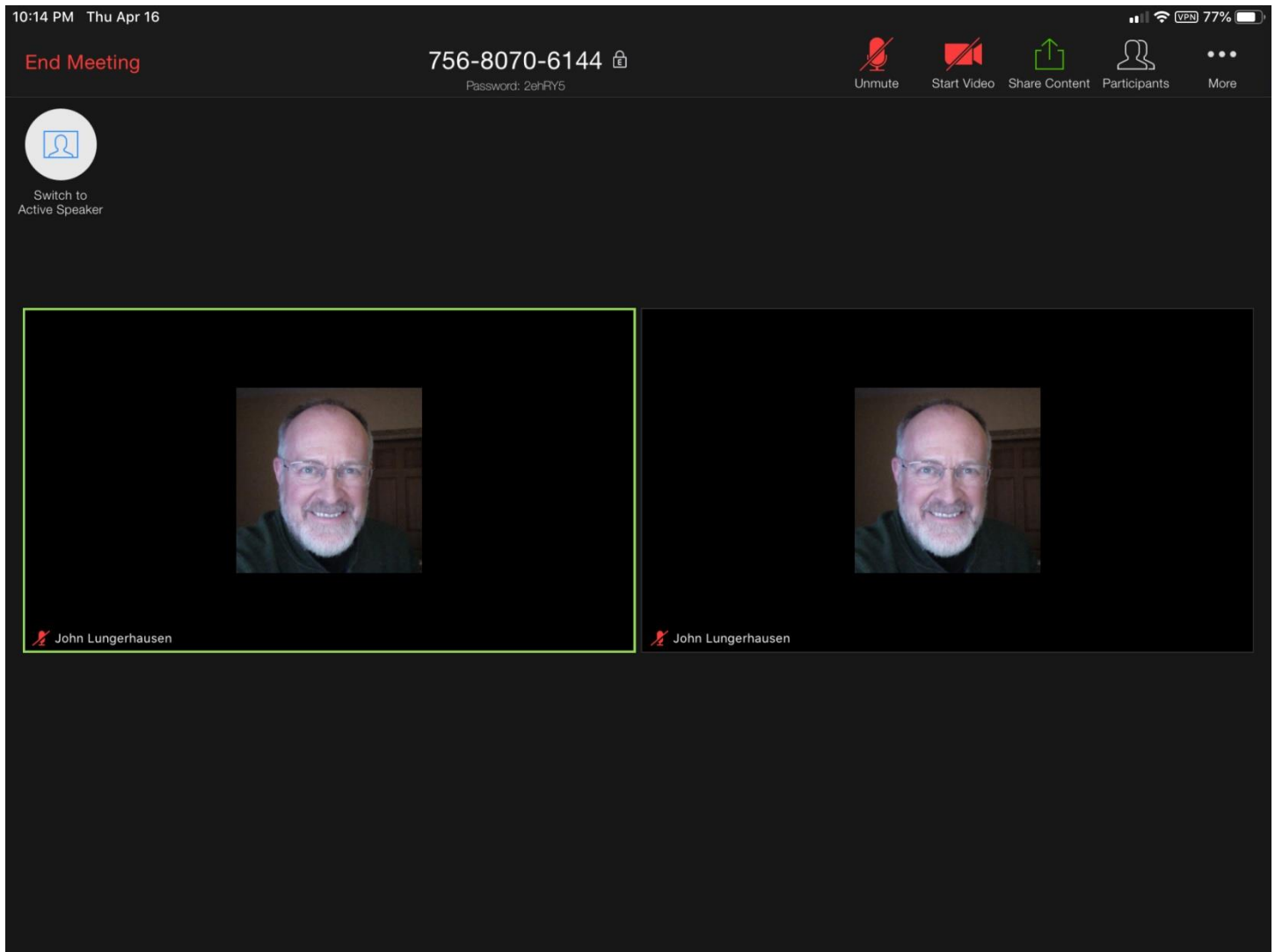
This screen shows the iPad in a zoom session like it would appear when the iPad user had just successfully connected to the Zoom session. Note the Zoom Menu Bar across the top of the screen. On a PC or Mac this menu bar appears at the bottom of the screen. With some slight differences, the menu bar icons work much the same way as they do on a PC. We will explore this a bit later.

This screen reflects the Active Speaker View where the active speaker would appear in the center of the screen in a large window and the participants would be in smaller 'thumbnail' videos across the bottom. In this limited example, only the host and one participant are visible, but in a normal class room setting of 20-40 students, typically five or more participants would be visible across the bottom (some iPads may show more some less). The iPad user would swipe left, to see the next set of participants and could then swipe right to get back to the original set of participants.

To 'switch' to a Gallery View, the iPad user would tap the circular icon in the upper left corner of the screen.

iPad Zoom Room Screen Characteristics

After taping the circular icon, the iPad user would then see a screen that looks something like the following:



Screen 2 – Gallery View

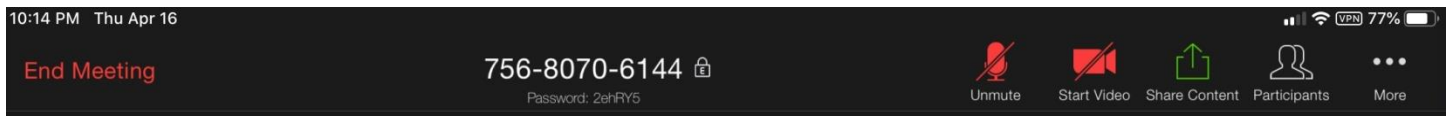
Again, in this limited example, only the host and one participant appear on the screen. However, in a typical OLLI on-line class environment, there could be 20-40 or more participants. In Gallery View the more participants there are, each of the video images becomes smaller in size (to a certain point) as they join the meeting. The video 'thumbnail' view of each participant and host/cohost would appear in a grid pattern across the screen. The number of thumbnails appearing on the screen is limited, but there would likely be a maximum of 15-18 thumbnails per screen (maybe more, maybe less). Again, the iPad user could swipe left, to see another page of thumbnails (additional participant video screens) and from that page they could swipe right to see the original page of participant thumbnails.

To 'switch' back to the Active Speaker View, the iPad user would tap the circular icon in the upper left corner of the screen. Note the different appearance of the circular icon in each of the two views.

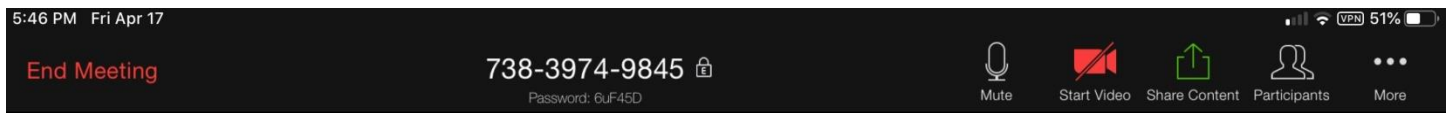
Now let's take a look at the menu bar.

iPad Zoom Room Screen Characteristics

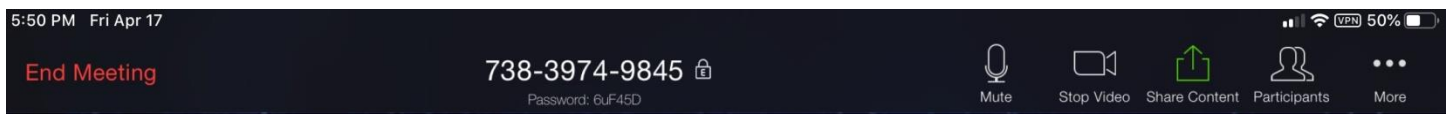
As with the PC and the Mac, the icons on the menu bar function the same way. For example, to unmute your audio, the iPad user taps their finger on the Unmute icon shown below.



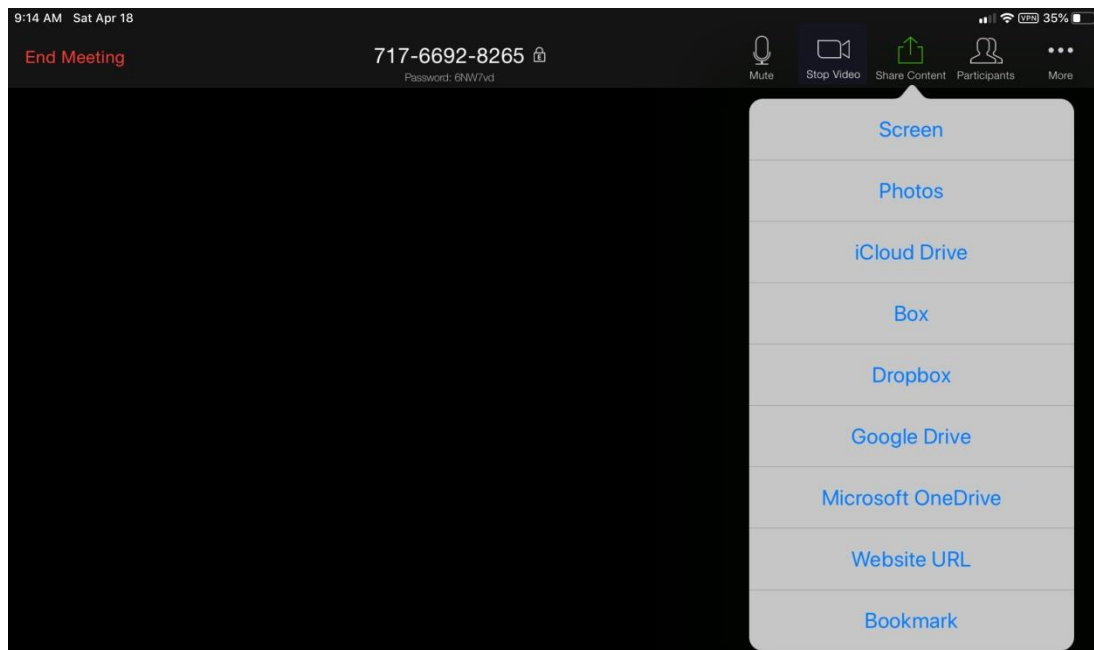
After tapping the Unmute icon, the audio is unmuted and the icon changes as indicated below.



Similarly, after tapping on the Start Video icon, the iPad user's camera turns on and the icon changes as shown below:

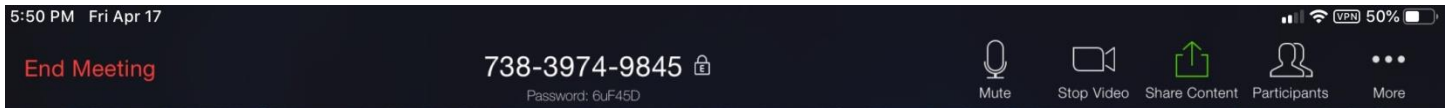


A Facilitator or host tapping on the Share Content icon will see a menu like the one below:

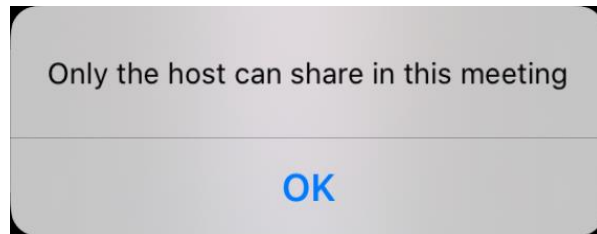


At that point the host can tap on one of the options to initiate sharing.

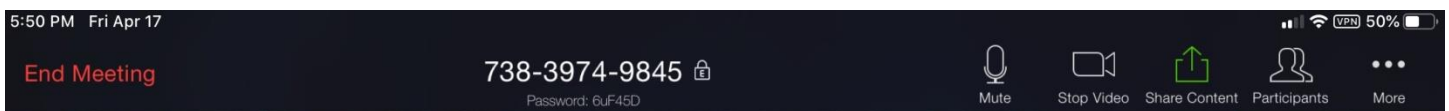
iPad Zoom Room Screen Characteristics



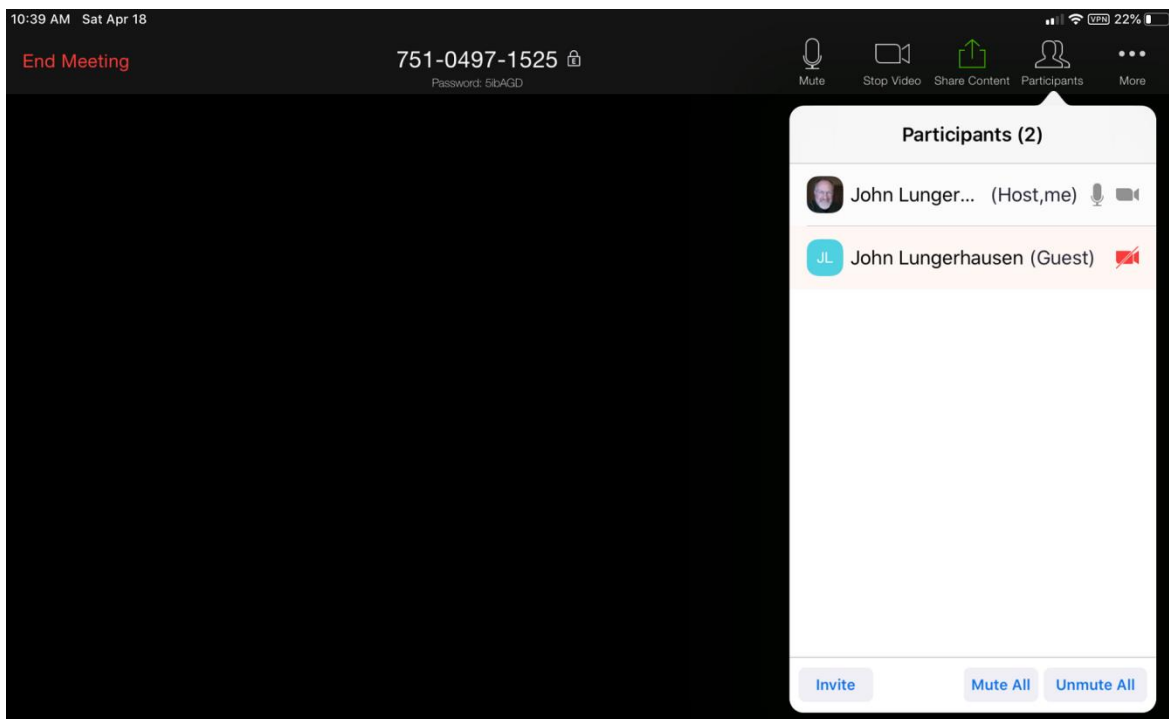
If a participant taps on the Share Content icon, they will see a message on their screen that looks like the following:



Returning to the menu bar, let's look at the Participants icon.

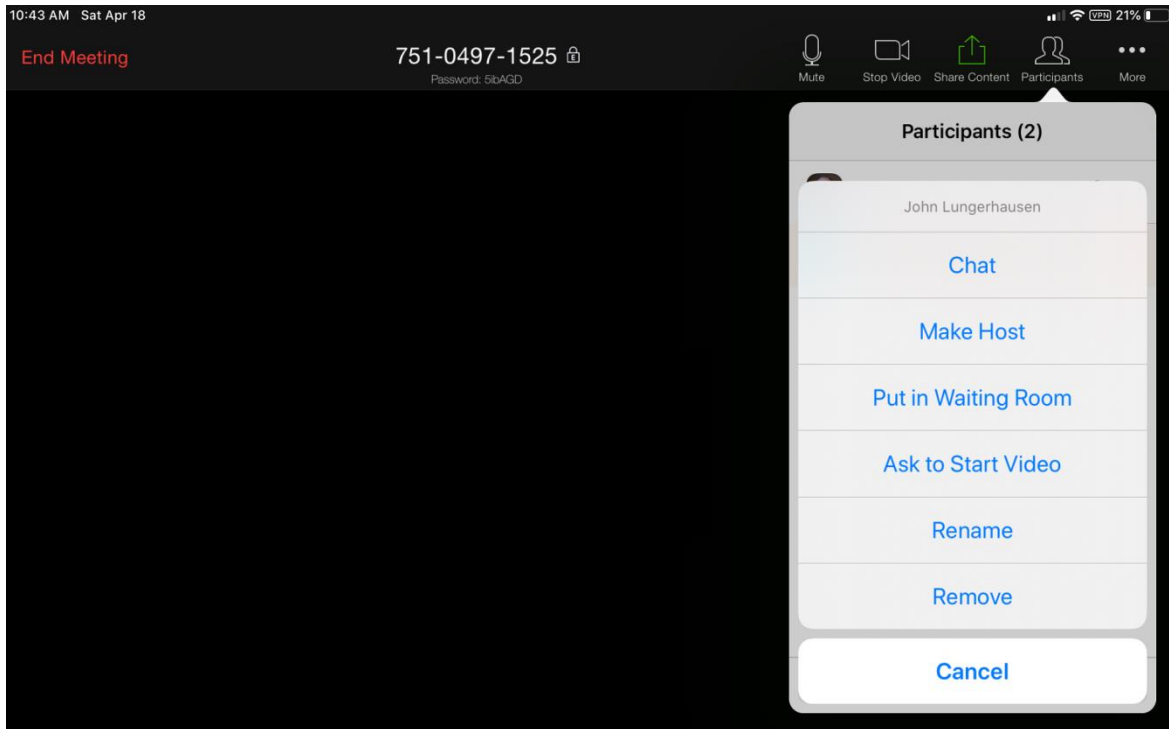


If the host taps the Participants icon, the following menu is displayed:



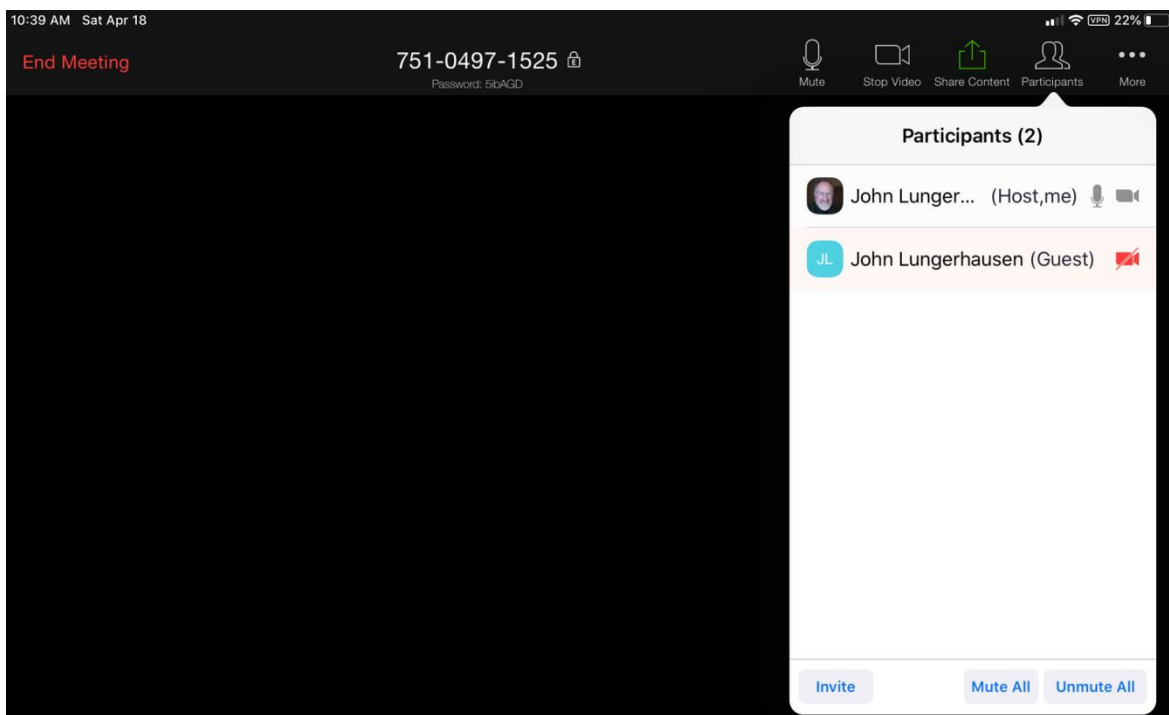
If the host taps on the individual participant (Guest), the following menu is displayed:

iPad Zoom Room Screen Characteristics



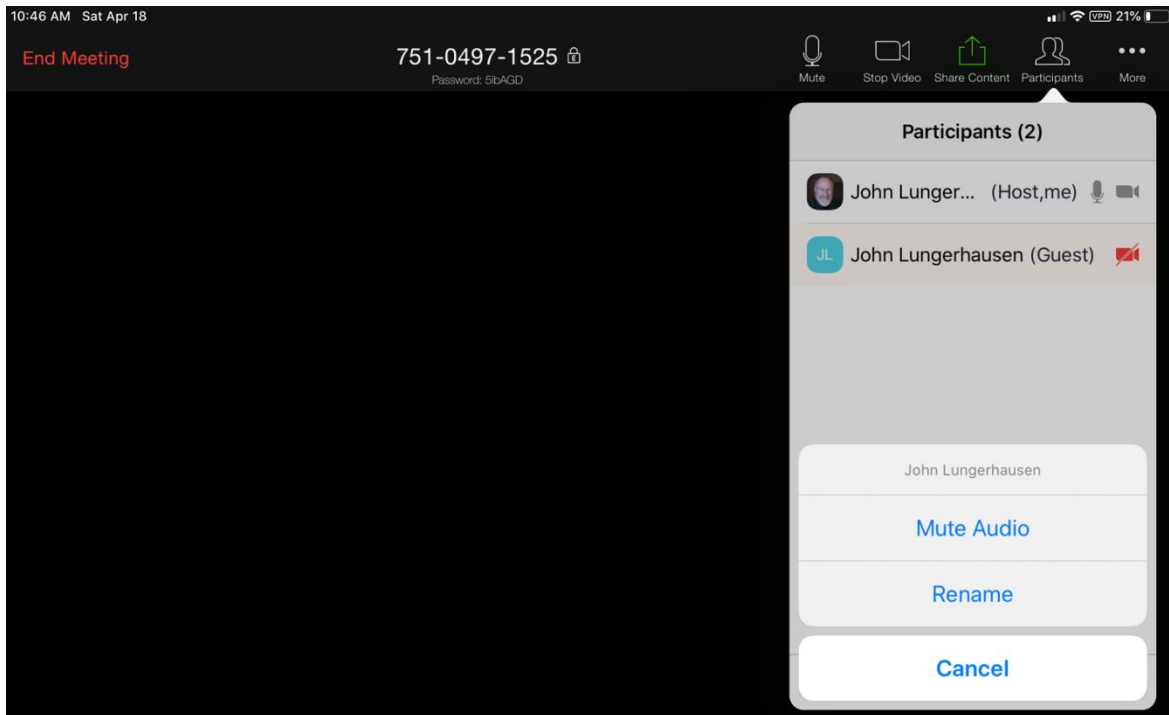
At this point, by tapping on the individual options, the host can 1) Chat with the selected individual privately, 2) Make that individual the host, 3) Put the individual in the Waiting Room, 4) Ask the individual to Start a Video on their computer (the individual participant will not be able to do this unless they are also a host or co-host) 5) Rename the individual or 6) Remove the individual from the class or 7) Cancel the action and return to the Participant menu.

Returning to the Participant menu, the host could also tap on their own name (Host, me).



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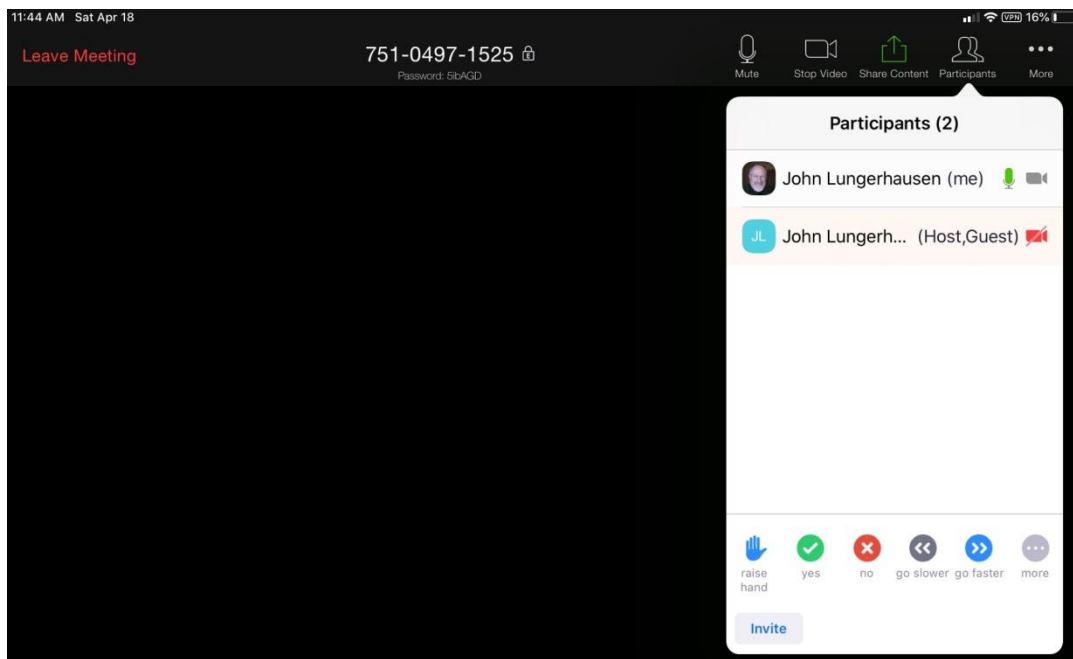
After tapping on their own name, the following menu is displayed:



At this point, by tapping on the individual options, the host can 1) Mute their own Audio 2) Rename themselves or 3) Cancel the action and return to the Participant menu.

Tapping anywhere outside of the menu dismisses all menus.

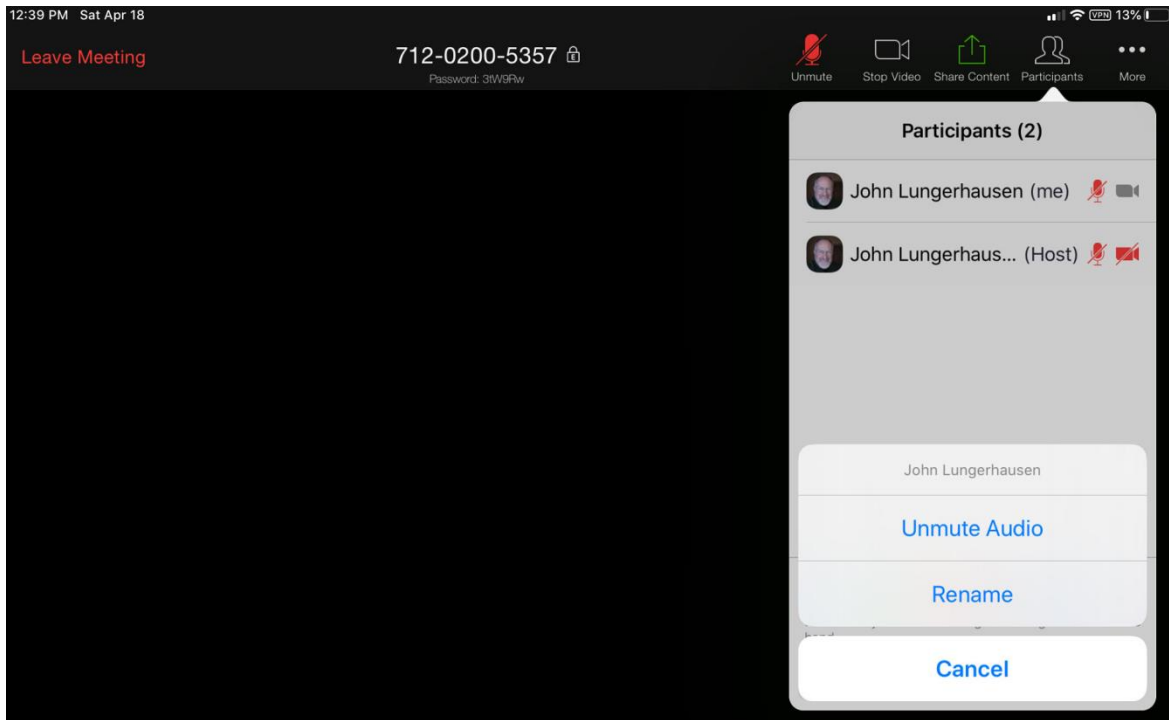
If a participant (not the host) taps on the Participant icon, the following menu is displayed:



iPad Zoom Room Screen Characteristics

Note that the participation icons at the bottom of the screen. The participant can tap on any of them.

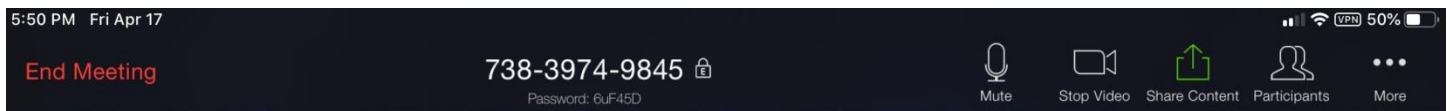
If the participant taps on their own name (me), the following menu is displayed:



At this point, the participants can 1) Unmute or Mute themselves depending of their current audio status (Unmuted or Muted), 2) Rename themselves, or 3) Cancel the action and return to the Participants menu.

If the participant taps on the Host, a Private Chat session is initiated with the Host.

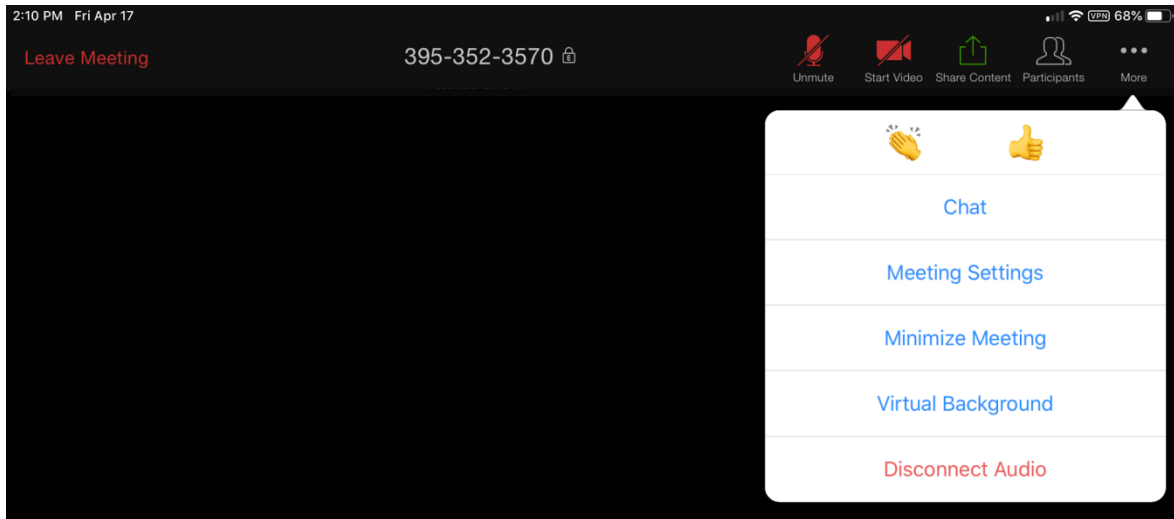
Returning to the Zoom Menu Bar, let's look at the More icon.



If the host taps on the More icon, the following menu is displayed:

(See next page)...

iPad Zoom Room Screen Characteristics

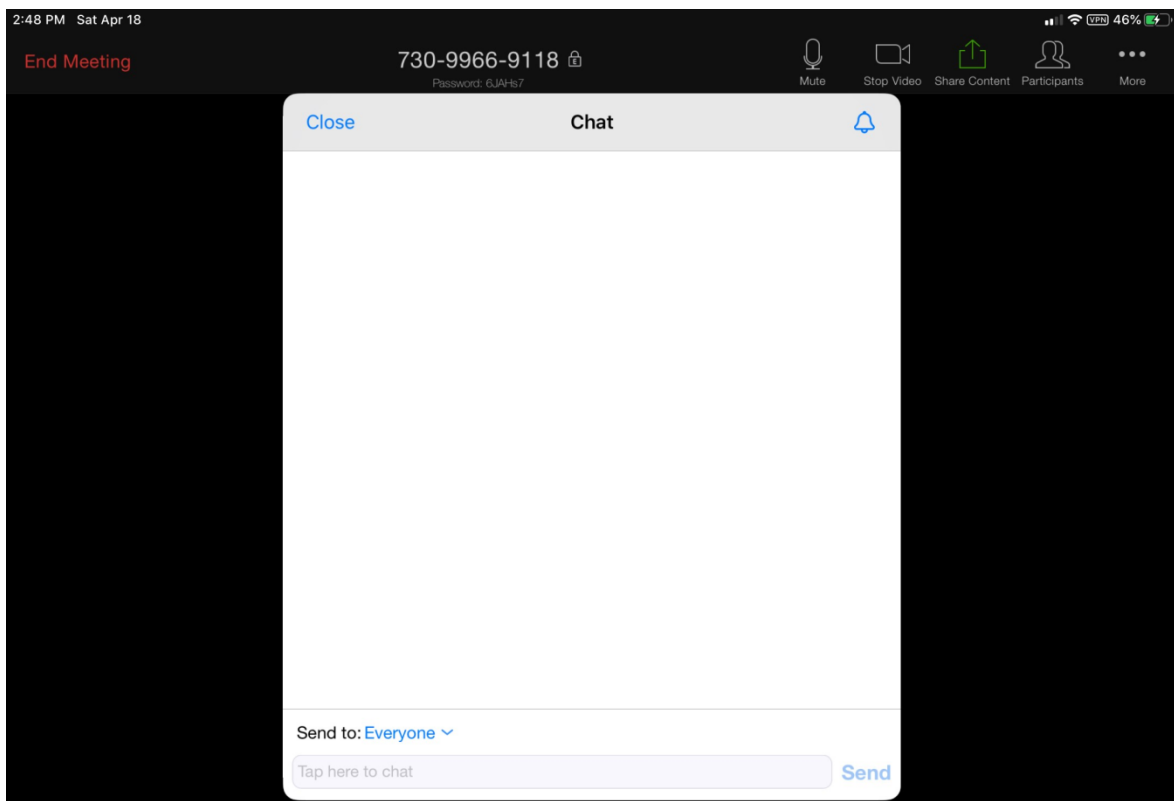


At this point, the host can tap on any of the following: 1) the reaction icons (applause or thumbs up), 2) Chat, 3) Meeting Settings, 3) Minimize Meeting, 4) Virtual Background, 5) Disconnect their audio from the display.

Let's take a look at these options individually.

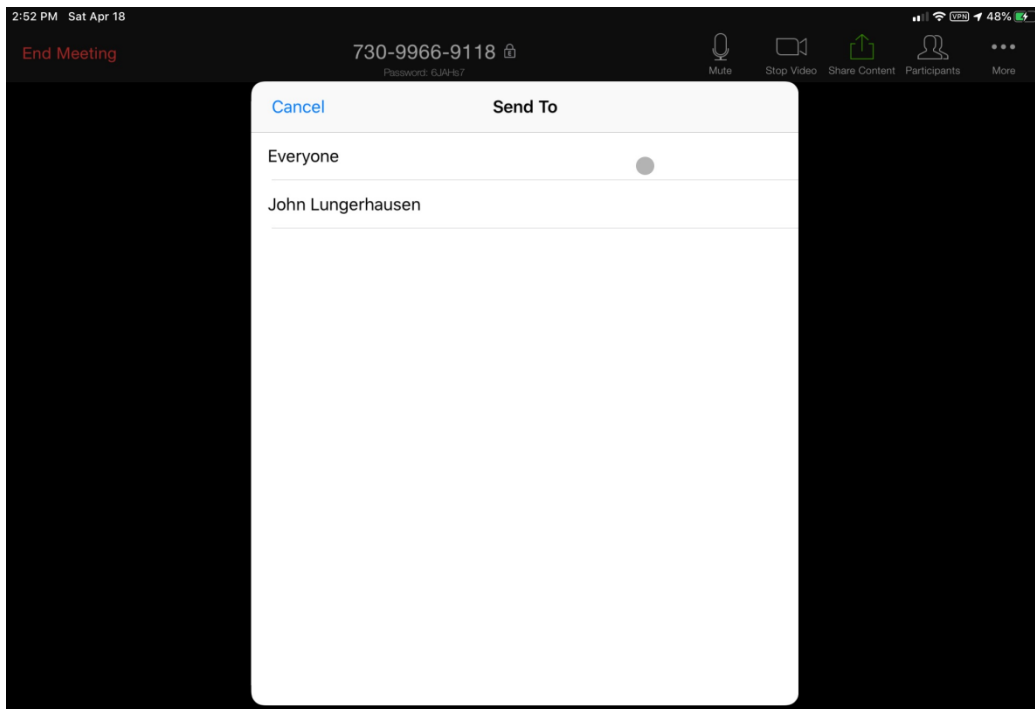
If the host taps on a reaction icon (applause or thumbs up), then that icon will be overlaid on their video thumbnail and will also be visible to the class participants.

If the host taps on Chat, then a chat session is initiated as show below:

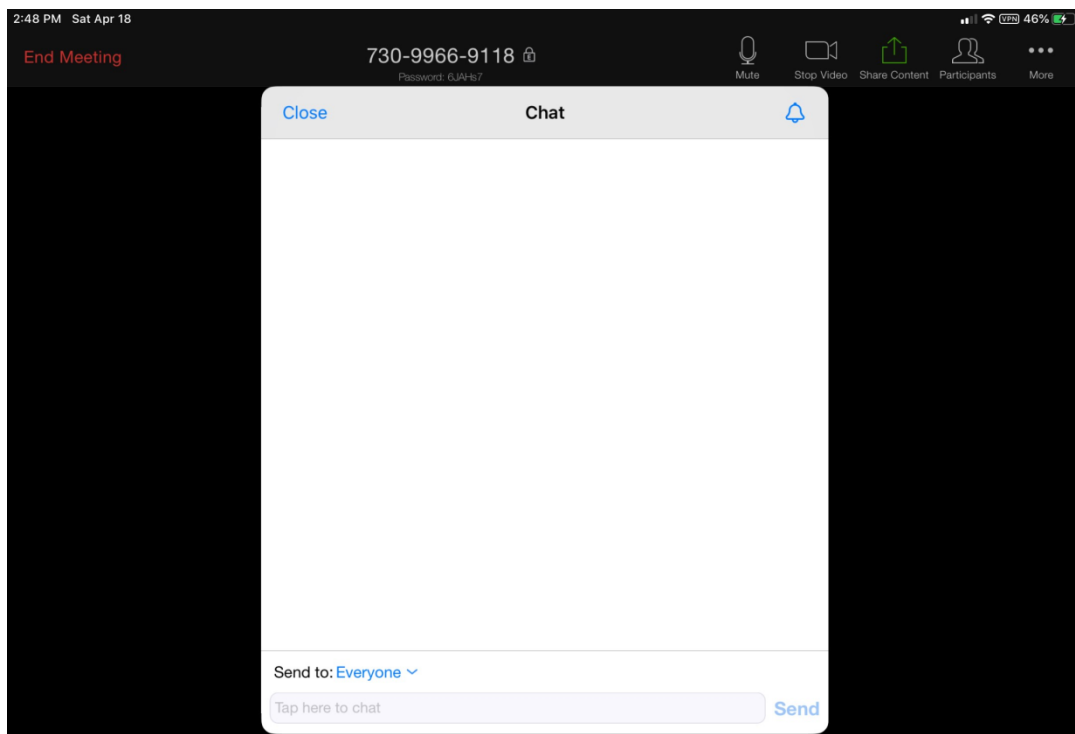


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Down at the base of the Chat Panel, next to 'Send to:' the host can tap on **Everyone** and a **Send to** Menu will appear as shown below:



The host can then choose to initiate a Private chat with any class member by tapping on the member or they can share the chat message with Everyone by tapping Everyone. Once the Send to selection is made, the chat panel is restored, as shown below.

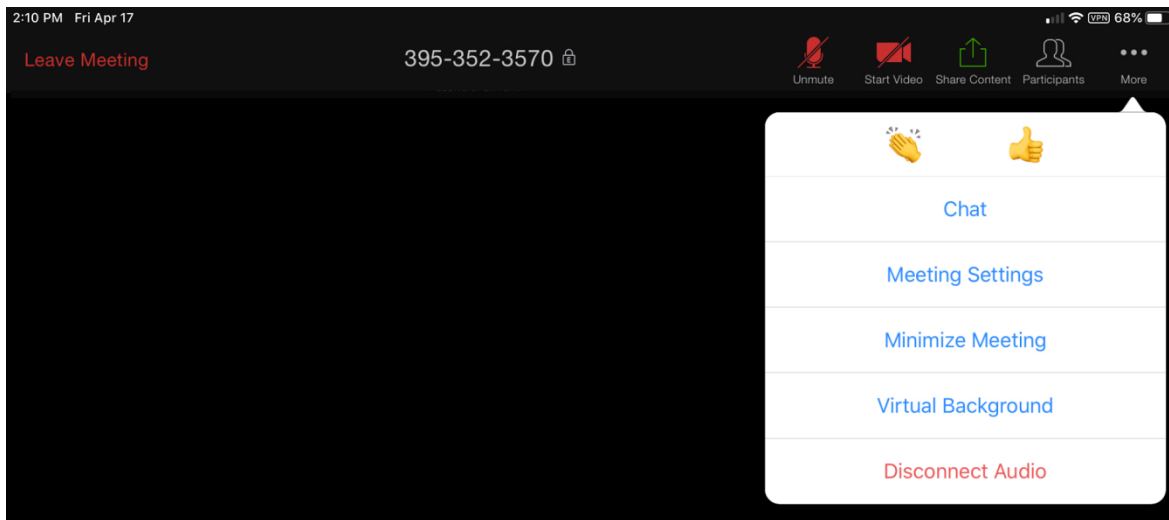


iPad Zoom Room Screen Characteristics

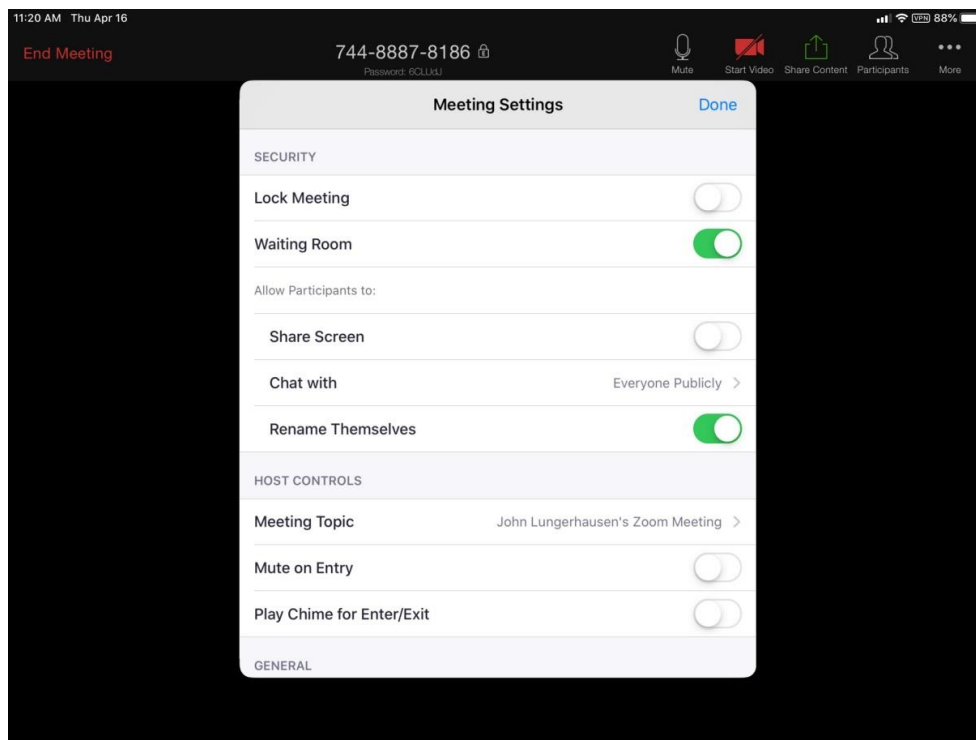
At the base of the panel, the host can tap on the box with the 'Tap here to chat' text to activate the on-screen keyboard and begin typing a text message. When the message is complete, the host can tap on the [Send](#) button next to the text box to send the message to the recipient(s). The Chat conversation is displayed in the panel as the dialog progresses. When the Chat conversation is complete the host can [Close](#) the chat panel.

For Participants, Chat messages are restricted to Everyone or a Private chat can be initiated with the host or cohost. Private chats between participants are not permitted.

Returning to the More Menu, the next option to consider is Meeting Settings:

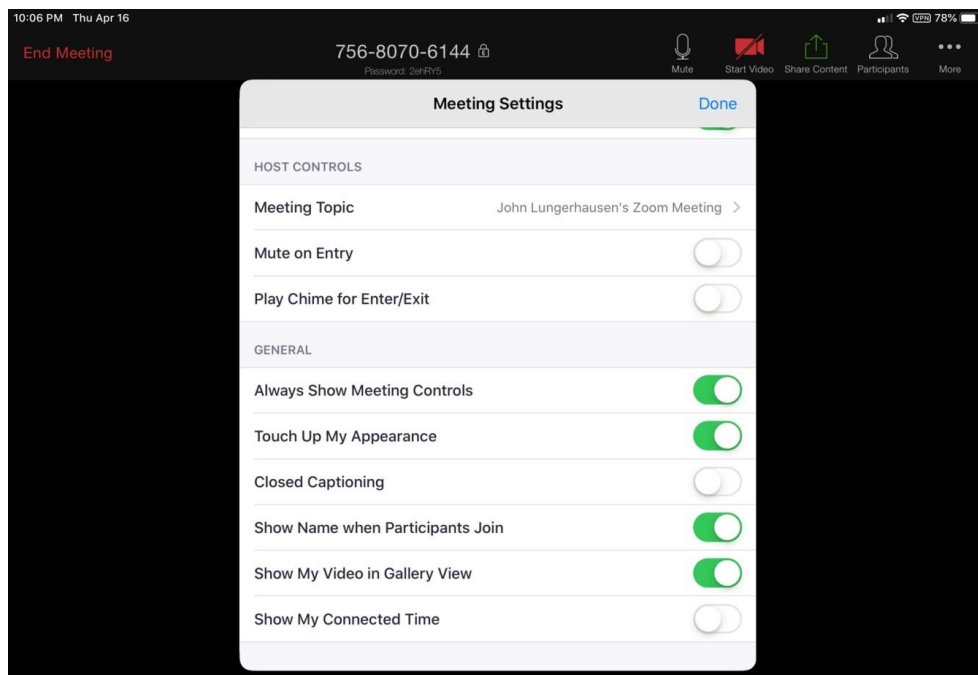


When the host taps on Meeting Settings, the following menu is displayed:



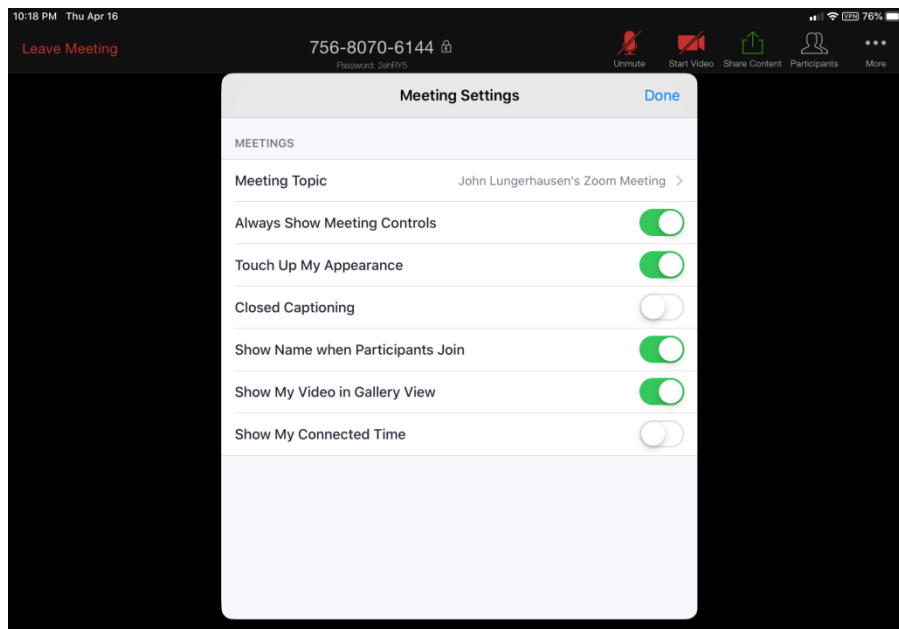
iPad Zoom Room Screen Characteristics

At this point, the host can adjust any of the Security or Host Controls Settings. The host can also swipe up to reveal the General Settings. If the host swipes up, the General Settings become visible as shown below:



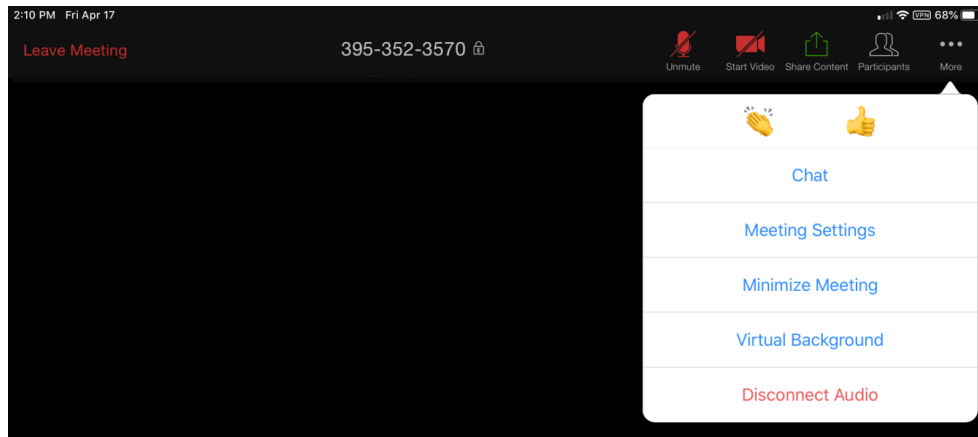
The host can then adjust any of the General Settings as needed.

For Participants, a much shorter menu of options is available as shown below:

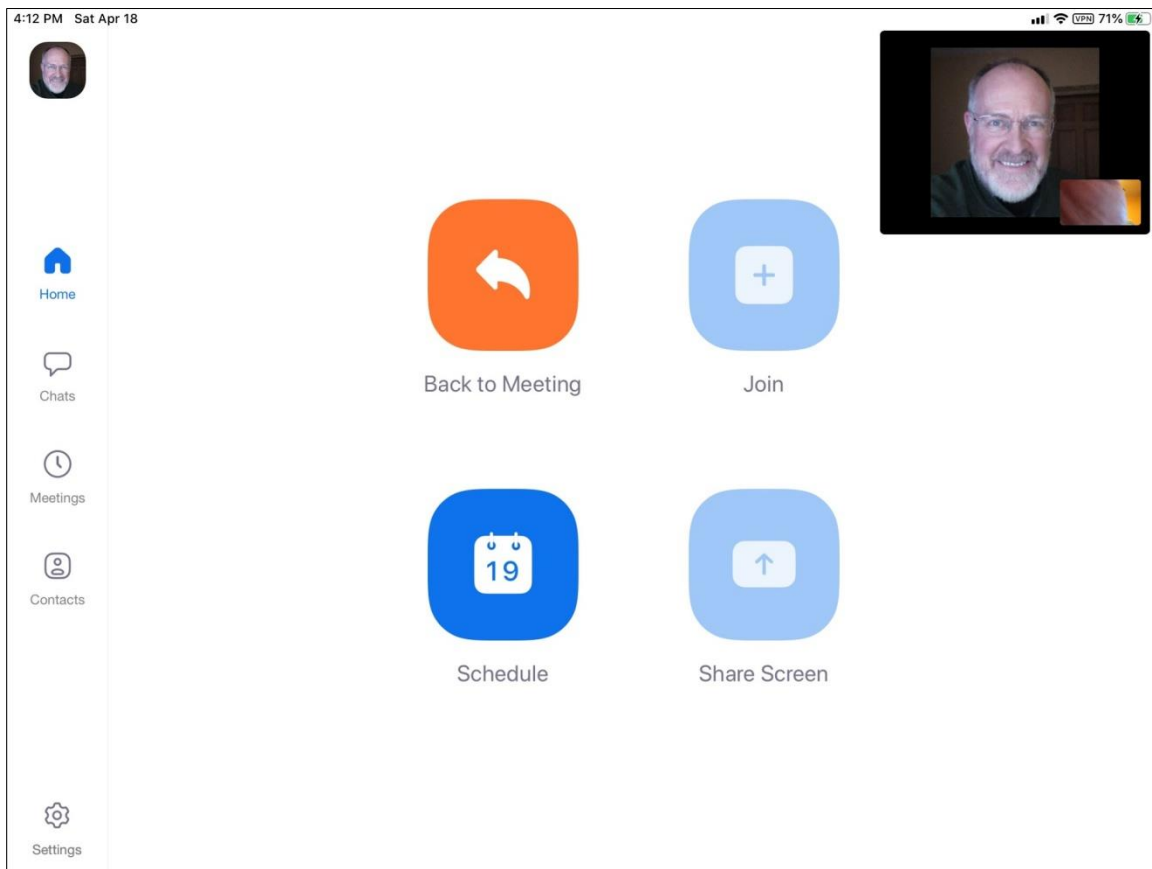


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Returning to the More Menu options as show below:



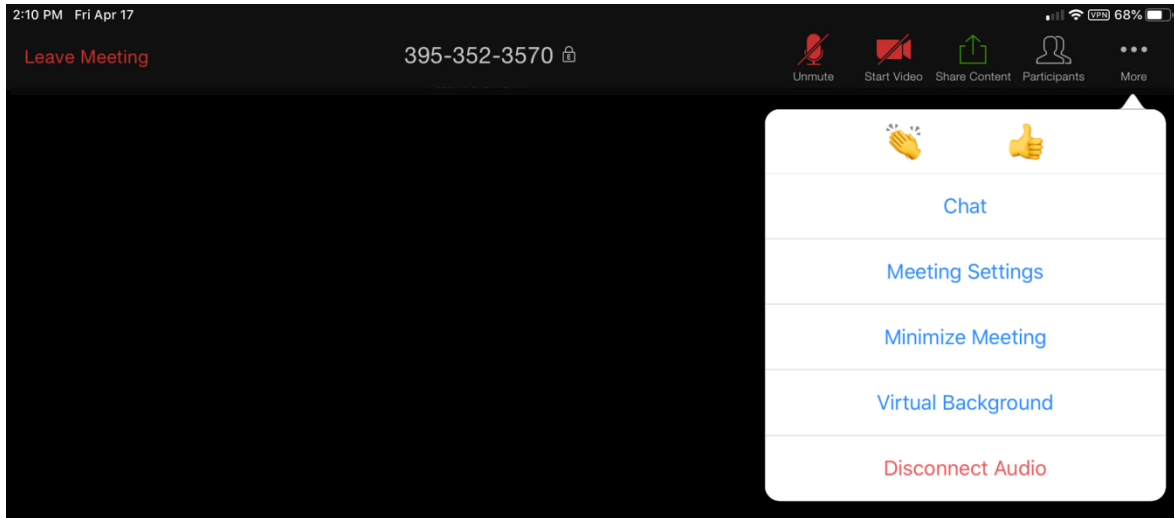
If the host taps on Minimize Meeting, the host's Zoom Meeting Window is minimized to a thumbnail and is moved to the upper right corner of the screen revealing the Zoom App Home screen, as show below:



At this point the host can do a number of things not of immediate relevance here. To return to the Zoom Meeting Window the host can tap on the Back to Meeting Icon or tap on the minimized Zoom meeting Window. For Participants the Minimize Meeting option works the same way.

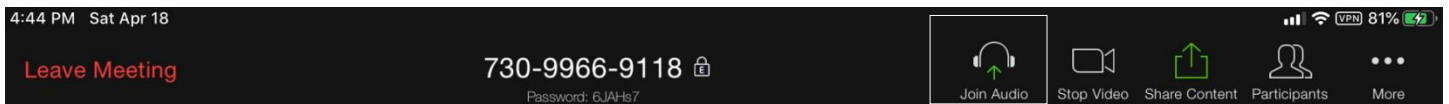
iPad Zoom Room Screen Characteristics

Returning to the More Menu as show below:

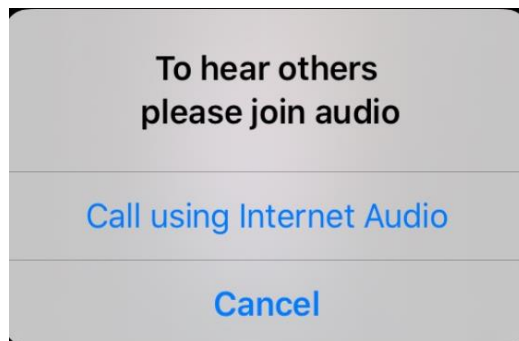


The host can choose to initiate the Virtual Background settings. We won't get into that here, but it also works the same way for Participants.

Finally, the host can tap on Disconnect Audio (an unlikely scenario) . Note the change to the Mute/Unmute icon on the Zoom Menu Bar as show below:



The Unmute/Mute icon is replaced by a Join Audio icon. The host can rejoin audio, by tapping on the Join Audio icon. The following message is displayed:



Tap on [Call using Internet Audio](#) to restore audio connection.

This concludes our overview of the iPad's Zoom Room Screen Characteristics.

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