



Explorations Student Technology Checklist

- Get your computer ready.** We strongly recommend you use a PC or Mac desktop or laptop computer. Zoom features on tablets or mobile devices are limited and may affect your ability to participate in class.
The expectation is for students to fully participate in classes, ideally via computer, not a tablet or mobile device. However, if you have both, you may be able to join Zoom class meetings using audio/video on your mobile device and other features on your computer. If you're worried about your ability to fully participate in Zoom meetings, please contact us at atdpoffice@berkeley.edu or call 510-982-1963.
- Test your internet connection.** If possible, [use a wired connection](#) to your access point (router). If you must use Wi-Fi, try to be as close to your access point as possible. *You may need to test out different locations to find the most reliable wireless reception.*
- Test your internet speed** at <https://speed.measurementlab.net/> or <https://speedtest.net/>. You should have at least 6 Mbps download and 3 Mbps upload speed.
- Install the Zoom app.** Download the [Zoom Client for Meetings](#).
(be sure to have the latest version)
- Find a quiet place** where you will be able to concentrate on your class and not be easily distracted by parents, siblings, pets, or mobile devices.
- Check your video.** Whether your computer has a built-in or external webcam, make sure your face can be seen. Face a window or lamp for better lighting.
- Check your audio.** It's best to use a headset/earbuds with a microphone, but a mic built into your computer is also okay.
- Create a free Zoom account.** You will need to have your own Zoom account in order to join and access class Zoom sessions for this Spring. [Create your account here](#) and make sure you are logged in before you join classes.
- Run a Zoom [test meeting](#).** You can join a test Zoom meeting to familiarize yourself with the Zoom and test your microphone/speakers before joining a Zoom meeting. You can also test your video or audio while in a Zoom meeting.

Student Name: _____



SD Technology Hints and Tips

Before Joining a Zoom Meeting

Zoom meetings work with various operating systems, mobile devices and browsers. For an updated list of system requirements for PC, Mac, And Linux click [here](#)

Helpful hints

- Check your video preview. Make sure your face is well lit. You may need to add a light source in front or beside you or move to a location where natural light makes your face more visible. You may have to try different locations to get the best result.
- Always remember to mute your mic when you're not speaking. This prevents painful feedback.
 - If people are consistently getting poor quality from your mic, like audio is very choppy, check that your mic is not broken.
- Turn off non-essential software that may be using the internet while you are in a Zoom meeting.
- Connectivity Issues
 - Check your connection with a speed test app/site. Some of these include:
 - <https://speedtest.net>
 - <https://speed.measurementlab.net/>
 - If your internet connection becomes unstable, disable your webcam (stop video) and enable it only when you need to speak.
 - Often, logging out and back in can solve connectivity problems.
 - Try using an ethernet cable to your modem as it might be your wifi that is struggling for some reason.
 - If your audio is always bad, try using one of the Zoom dial in numbers and do audio via the phone and then still login on your computer for video.
- If you are using the chat feature and want to send a private message to another participant, double click on their name in the participants list and make sure you are not sending the message to 'everyone.'

Frequently asked questions

- [What version of Zoom am I running?](#)
- [How do I join a meeting?](#)
- [How do I join or test my computer audio?](#)
- [How do I test my video?](#)
- [Zoom video tutorials](#)