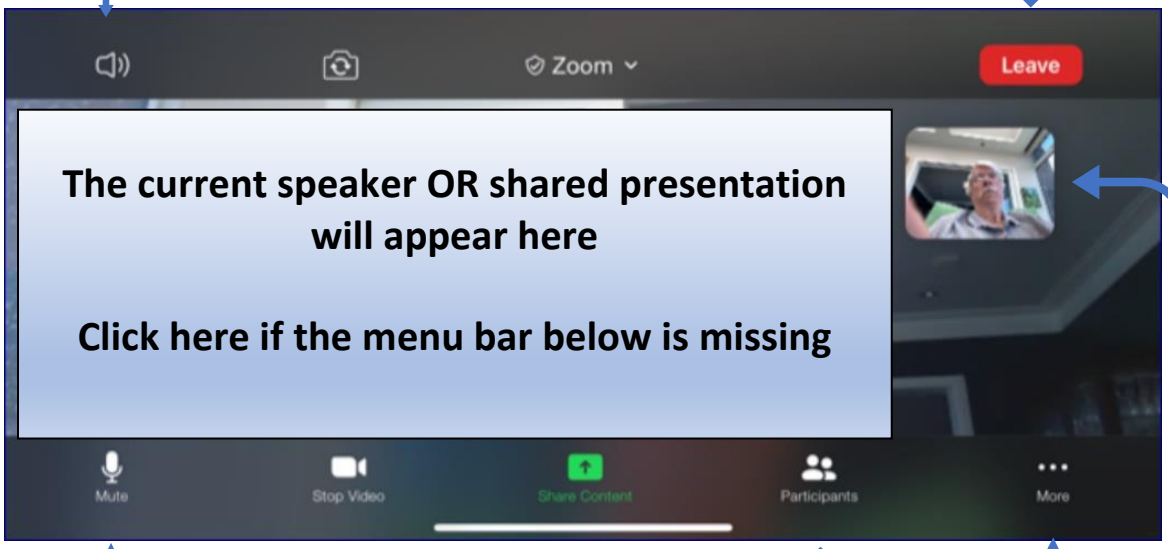
ZOOM Cheat Sheet – Smartphone



Click to turn sound off if desired. Use Smartphone volume control to increase/decrease volume

Click on **Leave** to leave the meeting

Mute	Click to **Mute** your microphone
Unmute	Click to **Unmute** your microphone

Click on **More** to access **Chat** and to **Raise Hand**

Click on **Participants,** your name to **Rename** your first & last name

Click on small image to swap with the large panel image