

ZOOM MANUAL



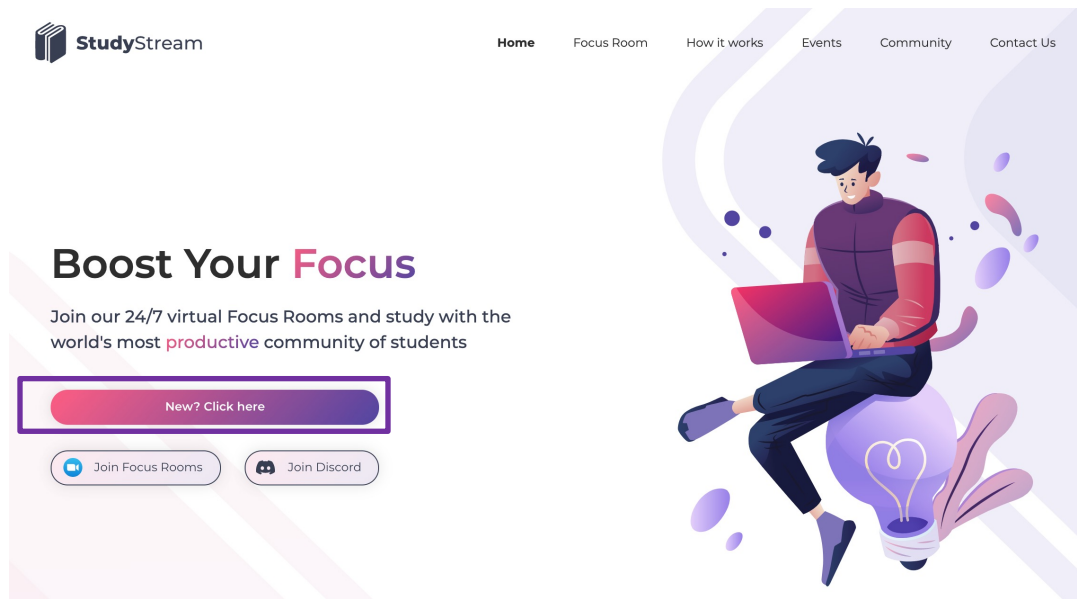
StudyStream

Table of Contents:

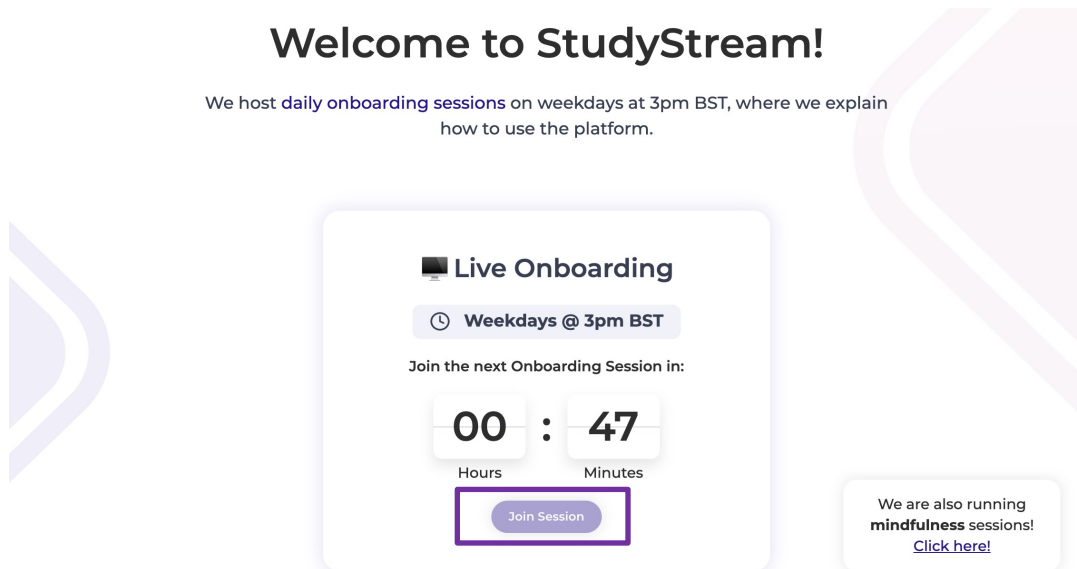
1. <u>Onboarding</u>	3
2. <u>Joining a Focus Room</u>	4
3. <u>Renaming</u>	6
4. <u>Events</u>	8
5. <u>Reporting an Incident</u>	8
6. <u>More Resources</u>	9

1. Onboarding

Step 1 - If you are completely new to StudyStream click on the 'New? Click here' button, which will take you to the onboarding information page.



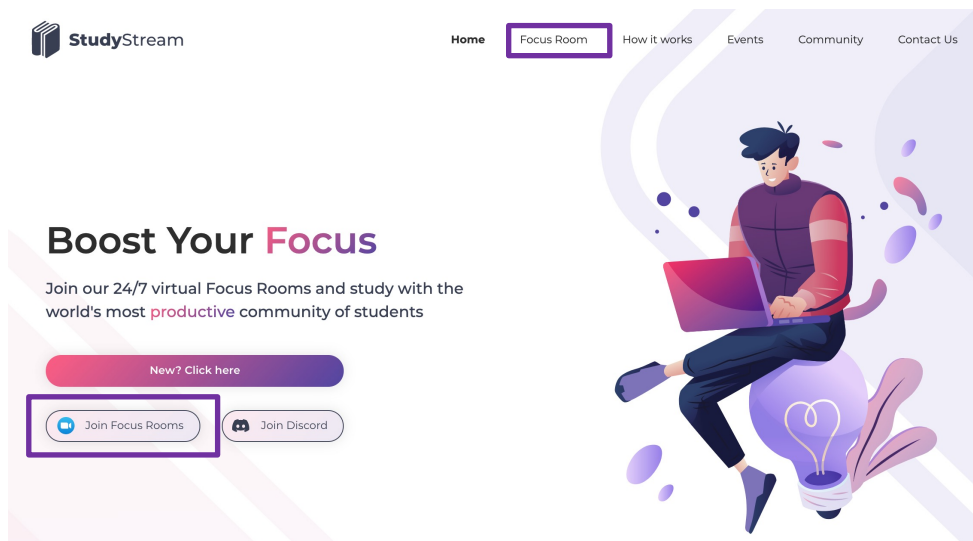
Step 2 - You will then see the option to join a live onboarding session and a timer with a live countdown to the next event. At the start of the event, click 'Join Session'.



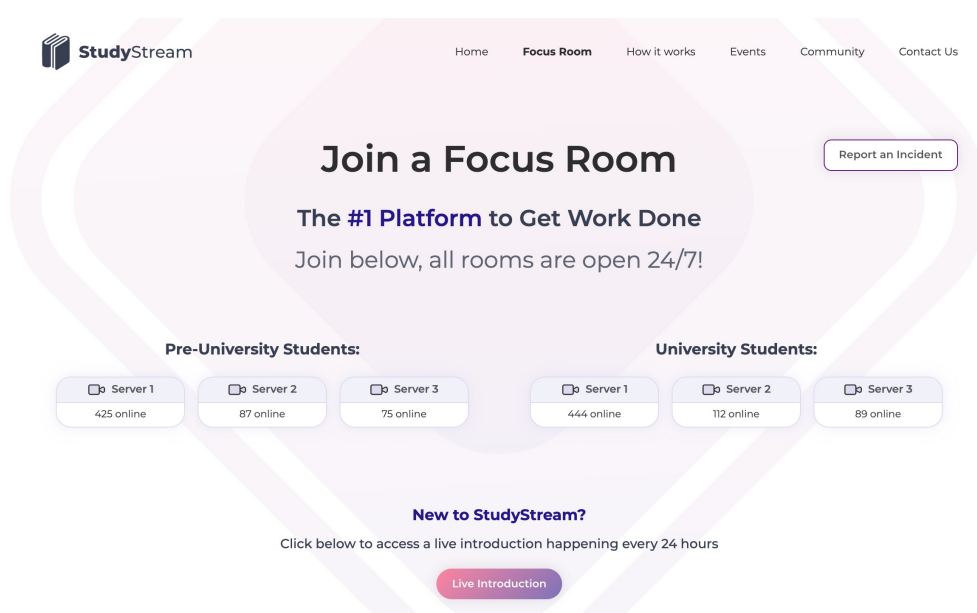
2. Joining a Focus Room

Focus Rooms are Zoom rooms where you can work or study with other students and professionals from around the world. To enter a Focus Room, follow these steps:

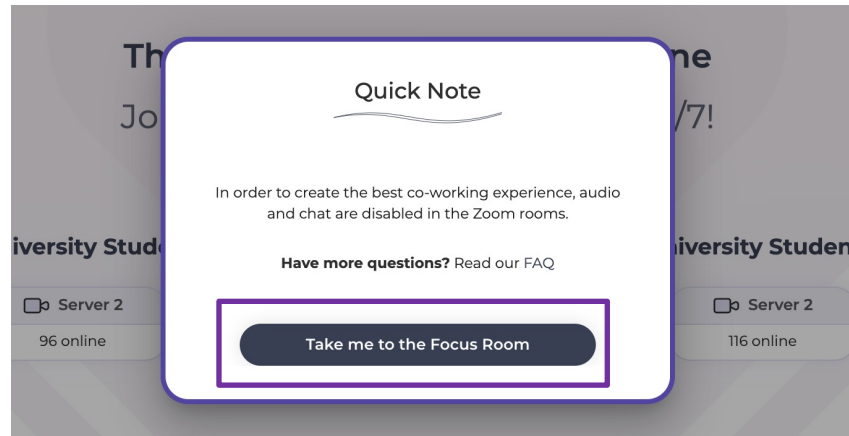
Step 1 - Click the 'Enter Focus Rooms' button on the homepage or click on the 'Focus Room' tab in the navigation bar.



Step 2 - On the Focus Room page, you will see rooms for 'Pre-University Students' and for 'University Students & Young Professionals'. Click on any of these rooms, based on the category you are in, to join a focus session. If you are new to StudyStream, you can click 'Live Introduction' or 'How it works' to learn more.



Step 3 - Before being taken to the Focus Room, you will see a prompt explaining that audio is disabled in the Zoom rooms in order to provide the best co-working experience. Other notices from the team may also appear here. Click on 'Take me to the Focus Room' to continue.



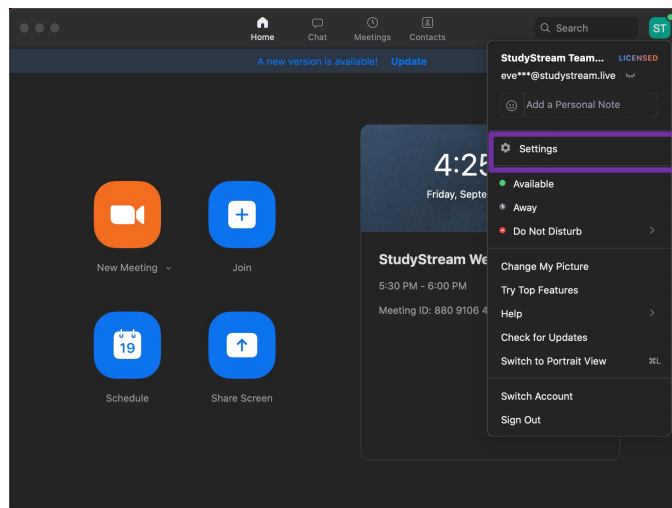
Please note: You need to be signed in to your Zoom account to enter.

While in the Zoom room, audio and chat are disabled in order to create the best and safest work environment. You can choose to have your video on or off depending on your preference.

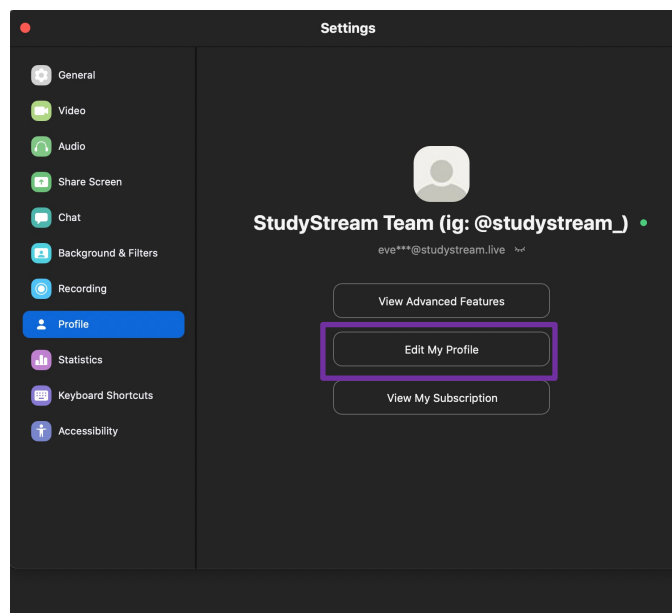
3. Renaming

Many individuals choose to have their Zoom display names show their social handles in order to be able to connect with others. You can change your display name by logging into Zoom from the browser. To do so, follow these steps:


Step 1 - In the Zoom app, navigate to your profile in the top right corner and click on 'Settings'.



Step 2 - Go to 'Profile' in the left sidebar and click on 'Edit My Profile', which will take you to the browser.




Step 3 - From here, click on 'Edit' on the right side of the page. You can then edit your display name to whatever you would like others to see on Zoom.



StudyStream Team (ig: @studystream_) [Edit](#)

StudyStream Team (ig: @studystream_)



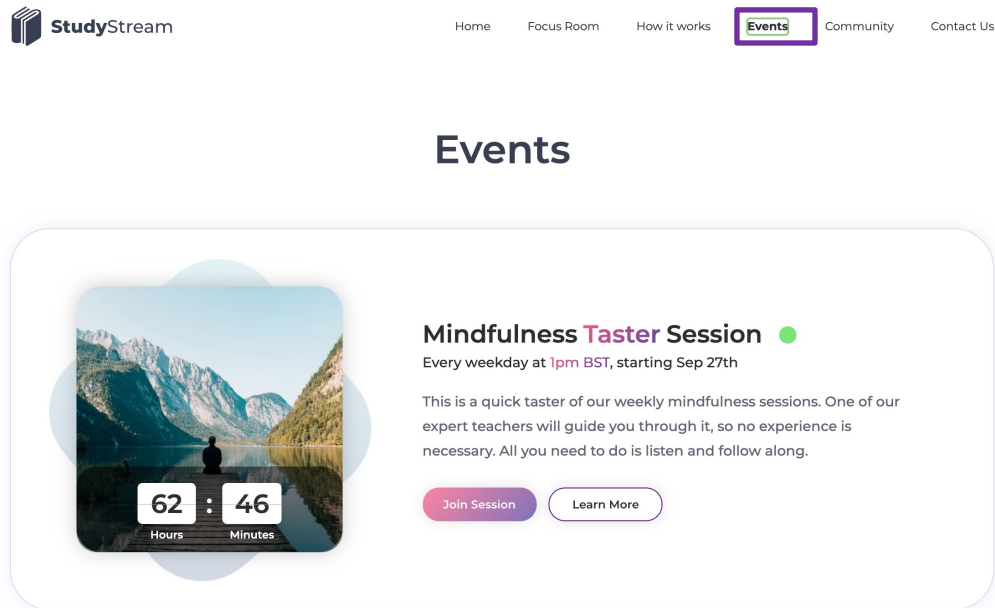
First Name: Last Name:

Display Name:

Enter a name (e.g. your first name, full name, or nickname) that will be shown to others on Zoom

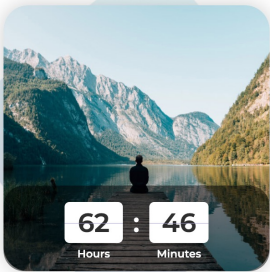
4. Events

StudyStream also offers events such as weekly mindfulness sessions. To access these events, navigate to the 'Events' tab in the navigation bar. If you would like more information about them, click on 'Learn More'.



StudyStream Home Focus Room How it works **Events** Community Contact Us

Events



Mindfulness Taster Session ●

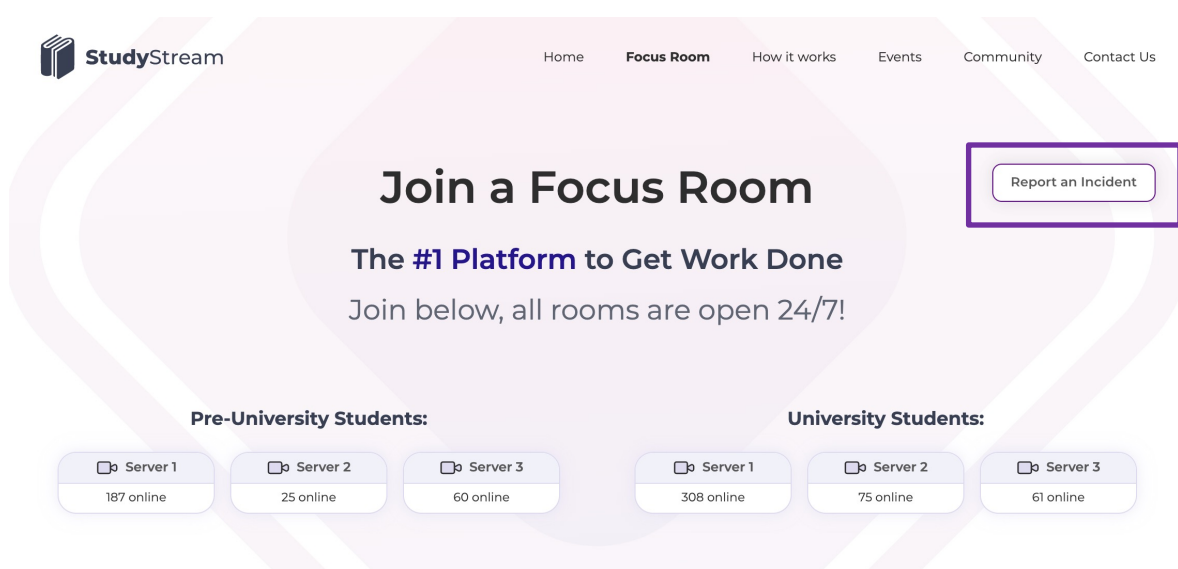
Every weekday at 1pm BST, starting Sep 27th

This is a quick taster of our weekly mindfulness sessions. One of our expert teachers will guide you through it, so no experience is necessary. All you need to do is listen and follow along.

[Join Session](#) [Learn More](#)

5. Reporting an Incident

If you notice any inappropriate behaviour at any point while on the platform, you can report it using the 'Report an Incident' button on the Focus Room page. Alternatively, you can also email reporting@studystream.live to report the incident.



StudyStream Home **Focus Room** How it works Events Community Contact Us

Join a Focus Room

The #1 Platform to Get Work Done

Join below, all rooms are open 24/7!

[Report an Incident](#)

Pre-University Students:

- Server 1: 187 online
- Server 2: 25 online
- Server 3: 60 online

University Students:

- Server 1: 308 online
- Server 2: 75 online
- Server 3: 61 online

6. More Resources

StudyStream FAQ:

<https://www.studystream.live/contact-us>

Zoom Support:

<https://support.zoom.us/hc/en-us/articles/206618765-Zoom-Video-tutorials>

Thank you for using StudyStream 🙏