

# Instructions on Hands-on Session

- Estimated reading time: 5 minutes

**Purpose of Hands-on Session:** You are expected to practice your skills with MySQL in the hands-on session, and obtain immediate assistance from the lecturer or teaching assistants when you need help.

There will be no “opening speech” for the hands-on session, except for the first hands-on session. Please just download the hands-on questions and start to find answers to the questions.

## Online lecture room for the hands-on sessions:

- Zoom room: <https://aalto.zoom.us/j/5138969960>
- After joining the zoom room, you will automatically stay in the “**Main Room**” of zoom.

## The procedure for asking for assistance:

### Step 1: Messaging the lecturer or teaching assistant

Send an open or private message to the lecturer or teaching assistants by

→ Clicking the “**chat**” button at the bottom of the zoom window

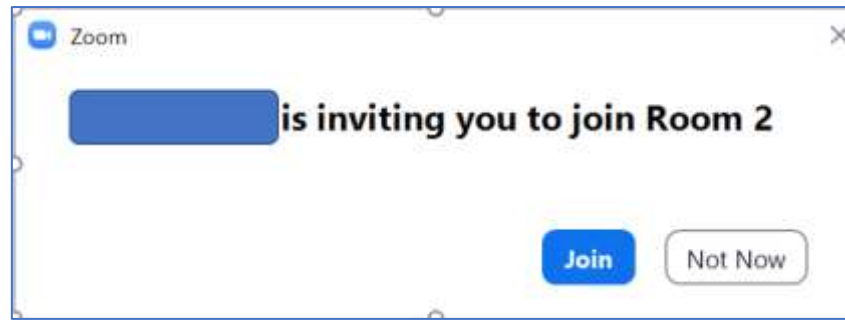
→ Through the “**To**” option, specify whom you want to send the message to

→ Typing a short message, such as “I have a question”.

- **Use Short Message:** You don’t need to type in detail what your question is. You could then speak out your question directly after moving to a breakout room (see. step 2).
- **Public Message:** If you choose to send a message openly (Send a message “To Everyone”), both the lecturer and teaching assistants could see your question, making it easier for you to obtain immediate support.
- **Private Message:** If you choose to send a message to a specific assistant for help, only s/he will see your question.
- **Assistants Being Invisible:** If you cannot see a specific assistant in the “To” option, very likely the assistant is in a breakout room answering questions from other students, or the assistant is offline. Please turn to another assistant or lecturer for assistance or wait for a few minutes.

### Step 2: Joining a breakout room

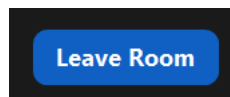
After you send a message, the lecturer or a teaching assistant will move you to a separate breakout room. You will see a pop-up window similar to the one below. Then, please click “**Join**”.



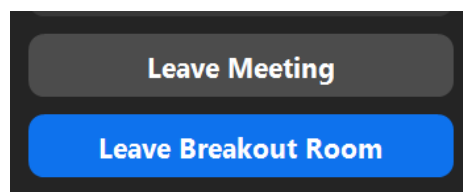
### Step 3: Back to the “Main Room”

After your question is answered, you can leave the breakout room and go back to the “Main Room”.

- 1) Please click the “Leave Room” button at the bottom



- 2) Then, you will see another button with two options “Leave Meeting” or “Leave Breakout Room”



- 3) Choose “**Leave Breakout Room**”, and then you will back to the “Main Room”. If you choose “Leave Meeting”, you will completely quit zoom. If this happens, simply rejoin the zoom room at <https://aalto.zoom.us/j/5138969960>.

After going back to the “Main Room”, if you have other questions, please repeat the above procedure.