**Demonstrative speech**

Hello people. So during the period of lockdown due to pandemic majority of the people were having there online classes, we still are. The Zoom application has been widely to conduct and attend the classes virtually. Today I am here to demonstrate to you, people, how to use the Zoom application and also to inform its features via Google meet.

As soon as you have downloaded and installed the app, there you will have a start screen. It will ask you to sign in either with the email that you have made already or by using Google or Facebook. Once you have signed you will see four main options that will be new meeting, join, schedule, and share screen. In a new meeting, you can become the host and start a meeting with your personal meeting id or by auto-generated one. Then you can send the link of the meeting id to those relevant participants. Moving on to the join option, there you will be able to join anyone’s meeting room by just entering the meeting id, further, it will ask the passcode for it. Once it is accepted, you will become a participant in that meeting. Then we have a scheduled meeting option, where we plan a meeting for later on purpose. We can set the date and time manually to whatever we want. It will ask many things such as to use the personal meeting room or the autogenerated one. Along with that many security options. The last main option that we have is a share screen, which is used to directly share the desktop screen so that others could see whatever you are trying to do. Zoom also allows us to chat with people. We just have to add people using their email addresses. Even there’s an option of having a virtual background to our video to make it look better.

Now that you know that how to use the zoom application and most of its main features, you should be soon making a meeting room and start exploring its more features.