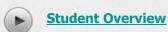


If it's your first time using this software, we recommend you to watch the following videos.









## **Teacher (moderator):**

- ✓ You can mute/unmute anyone by clicking their microphone icon.
- You can **lock** a student's audio (they can't unmute/mute).
- ✓ You can mute all/unmute all (does not change those locked).



Mute All

## Student:

✓ You can mute/unmute yourself.

You should mute yourself during the lecture to minimize background noise.

