



# PHOTONICS DAYS JENA

In cooperation with  
Max Planck School of Photonics

## zoomGuide



The Zoom client can be downloaded here:  
<https://zoom.us/de/download>



You can attend meetings either by **clicking on the link** provided by the host of the meeting or by **using the client directly**.

Link: Enter the link into your browser. A dialog box will open and you can start the meeting in the Zoom client.

Meeting ID and password:  
Enter into the Zoom client directly.



Zoom Meetings öffnen?

<https://us05web.zoom.us> möchte diese Anwendung öffnen.

us05web.zoom.us immer erlauben, Links dieses Typs in der zugehörigen App zu öffnen

Zoom Meetings öffnen

Abbrechen

Klicken Sie **Zoom Meetings starten** auf das vom Browser angezeigte Dialogfeld

Wenn Sie kein Dialogfeld sehen, klicken Sie unten

Indem Sie an einem Meeting teilnehmen stimmen Sie unseren [Nutzungsbedingungen](#) und [Datenschutzrichtlinien](#) zu

Meeting eröffnen

## Am Meeting teilnehmen

Meeting-ID oder Name des persönlichen...

Geben Sie Ihren Namen ein

Meinen Namen für zukünftige Meetings speichern.

Nicht mit Audio verbinden

Mein Video ausschalten

Durch Klicken auf "Beitreten" stimmen Sie unseren [Nutzungsbedingungen](#) und [Datenschutzerklärung](#) zu.

Beitreten

Abbrechen



You will receive your personal link to the password-protected Zoom Meeting in advance from the MPSP **by e-mail.**



You will also find the password in this mail.



If you end up in a waiting room, please be patient for a moment.



Zoom has different features that can be used during meetings. Whether these features are turned on or off for the participants depends on the host of the meeting.

### chat

This function which enables participants to ask or answer questions in the chat window

### breakout sessions

At some point during the meeting, the host may want to do so called breakout sessions. This means that the host can move individual participants to different rooms while the meeting is ongoing, for example if they want to discuss a specific topic in more detail than would be interesting for all participants.

### screen sharing

This function is often used to share a powerpoint-presentation with the rest of the participants, for example. You can share your whole screen or just a certain window.

### mute

If turned on this function, it means that you can mute and unmute your microphone during the meeting. To make sure meetings aren't interrupted by participants' background noises, it is best to keep your microphone muted and to only unmute it if you want to ask or answer a question, for example.