

**Short videos for most common Zoom functions:**

[Initial account setup and downloading the desktop app](#)

[Setting up meetings \(any browser, no specific email/calendar needed\)](#)

[Basic meeting controls \(enabling/disabling video and audio, muting/unmuting some or all\)](#)

[Setting up meetings using Outlook](#)

[Setting up meetings using Gmail](#)

[Sharing your screen with remote users](#)

[Waiting rooms](#) (the guide [here](#) shows how to enable the waiting room)

[Breakout rooms \(for allowing lawyers to have a private word with clients\)](#)

[Zoom for smart phones](#)

[\*\*Zoom Channel on YouTube for videos on other topics\*\*](#)