# Zoom Meeting Vocabulary

**ZOOM**

1. The person inviting you to attend a meeting on zoom is called the _____.
2. People, candidates and _____ are all _____ of the meeting.
3. Normally, meetings on zoom are arranged from before which we term as _____ _____.
4. In order to attend a meeting we login our _____ _____ and _____.
5. When a participant joins a meeting, the host accepts him/her by clicking on the _____ button.
6. A zoom _____ is sent to the participant, so that he can attend the meeting.
7. Before conducting a meeting, you must always do a _____ and _____ check.
8. If the host doesn't want the participant in the meeting he can refuse or _____ .
9. When conducting a meeting as a host make sure your are _____ and _____.
10. If you have network issues you must _____ and _____.
11. When sharing a power point or slideshow with your participants you must click on _____ _____.
12. If you don't want any interference by the public you must request them to _____ _____ and _____ _____.
13. Before conducting a zoom meeting, always check the _____. This will enable you to block or unblock some functions that you may or may not need.
14. When you have the meeting id and password in hand you can _____ _____ .
15. As a host you can change your _____ _____ so that you look more presentable and professional. It can be your own image or the image on the zoom platform.
16. The host can _____ _____ (to make another person a host).
17. A gathering online or outdoors with a group of people or between 2 people is called a _____.
18. Zoom is a _____ that helps people connect and conduct classes, meetings and presentations.
19. You can always type in the _____ _____ if you want to send a message across to the host or participant in order to avoid talking.

Participants

Chat box

Meeting

Platform

Video

Sound

Mute

Viewers

Scheduled Meeting

Join Meeting

Password

Meeting ID

Invitation

Admit

Decline

Share Screen

Settings

Mute Mic

Mute Video

Make Host

Accept invitation

Audible

Visible

Disconnect

Reconnect

Background image