

## What are the basic controls in Zoom?

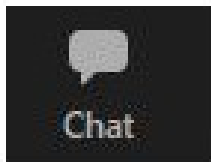


You have basic controls you can use in a [Zoom meeting](#).

A [Zoom meeting](#) is when you video chat with people on Zoom.

## You are using a computer or laptop.

In a [Zoom meeting](#) you can:



- Use **chat**.
- Use **reactions**.



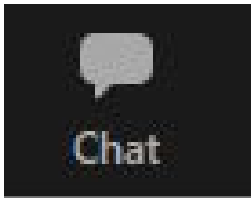
If you do not know how to join a [Zoom meeting](#) read 'How to join a Zoom Meeting'.

# You want to use chat.

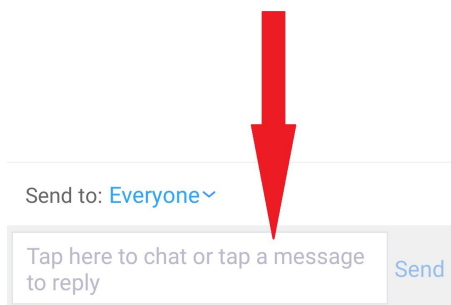


You can use **chat** to send messages to people in a [Zoom meeting](#).

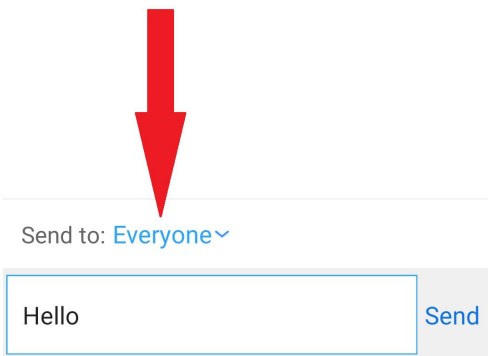
People can send messages to you too.



To use chat click on the **Chat** button.



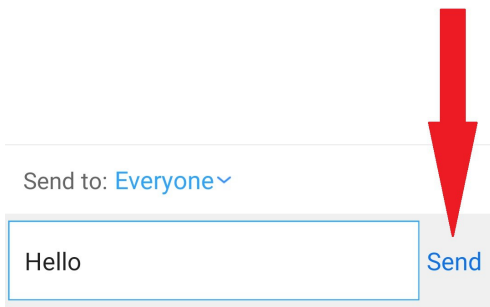
Type a message into the **Chat** box.



Select which **participant** you want to send the message to.

A **participant** is someone in the meeting.

You can send messages to everyone in the meeting or select a **participant**.



Click **Send**.

Your message has sent.



Ask a friend, family member or support worker if you need help using chat.

# You want to use reactions.



You can use send **reactions** in a **Zoom meeting**.

**Reactions** are images that show you like something.

You can send two **reactions** on Zoom:



**Thumbs Up**

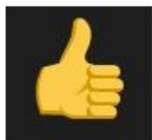


Or

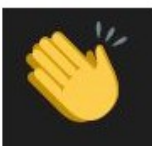
**Clap**



Click the **Reactions** button.



Click the **reaction** you want to send.



Your **reaction** has sent.



Ask a friend, family member or support worker if you need help using [Reactions](#).