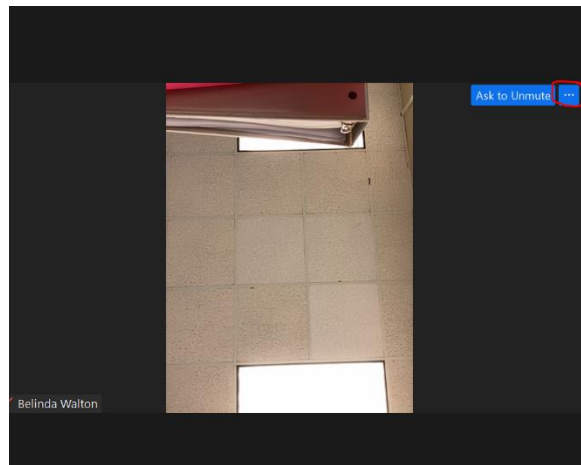


# HOW TO DO FOR ZOOM

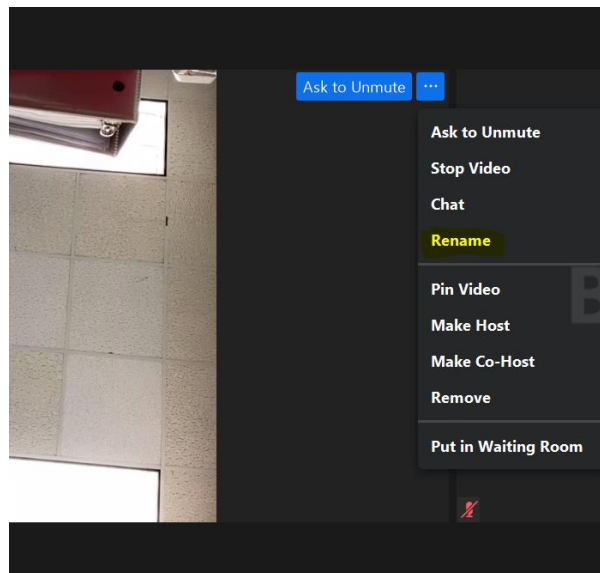
How to rename a student, remove a student from the class, and place a student back in the waiting room

How to rename a child:

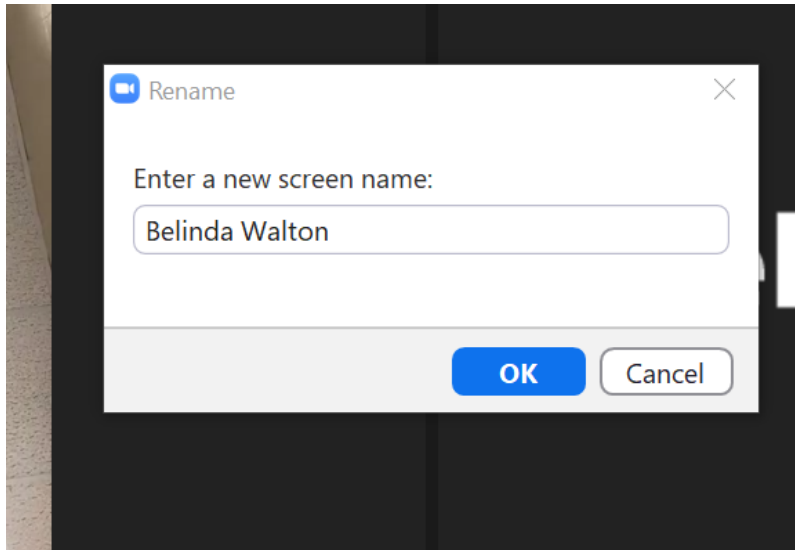
1. Hover over the child's picture. Click the three white dots circled in red.



2. Then you will see "rename"

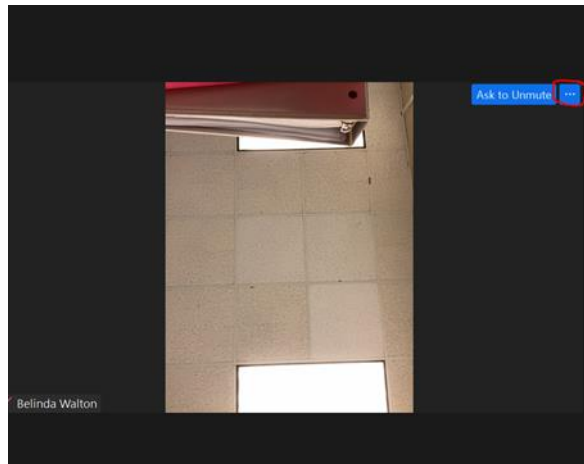


3. This box will appear and you can change the student's name

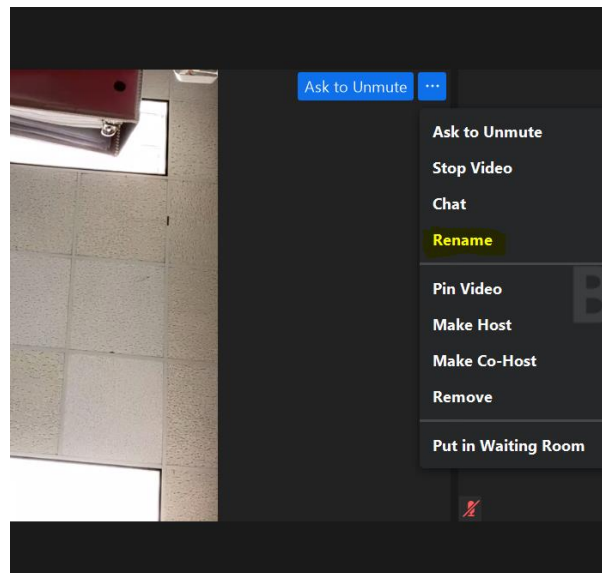


## How to remove a student from the class:

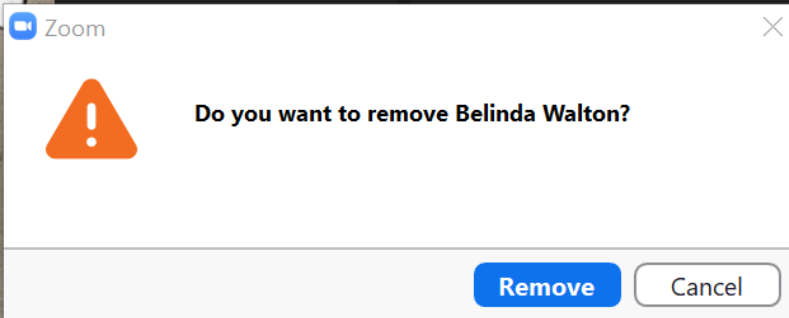
1. Hover over the child's picture. Click the three white dots circled in red.



2. Then you will see "remove"

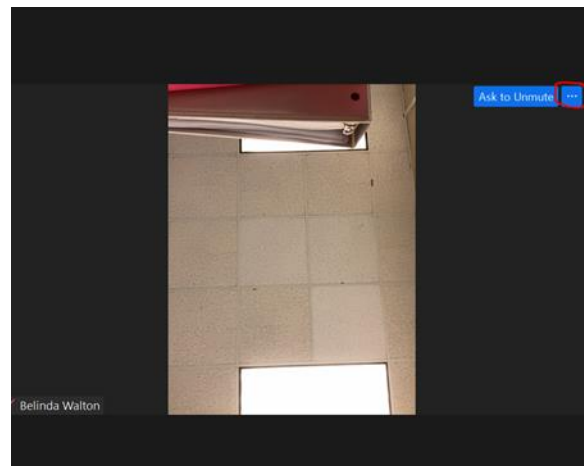


3. This box will appear and you choose remove

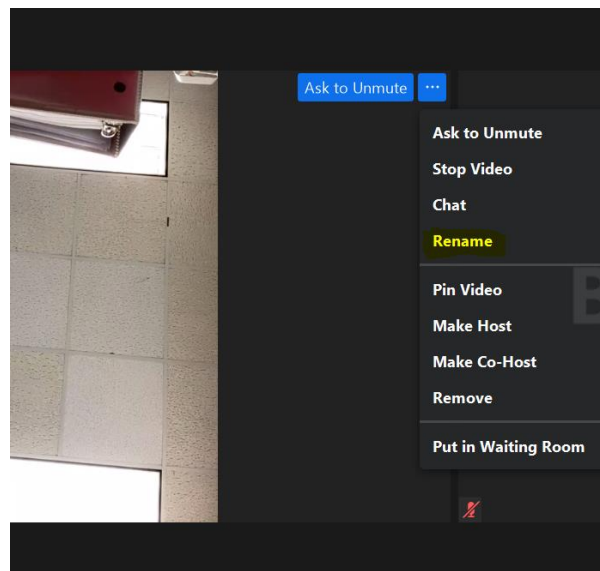


## How to move a student back to the waiting room:

1. Hover over the child's picture. Click the three white dots circled in red



2. Then you will see "Put in Waiting Room"



3. The student will **AUTOMATICALLY** go back to the waiting room