



V&A Schools Live webinars ‘How-Tos’

FAQs and support for joining your Zoom webinar for teachers and students

Booking your webinar place

Please book one ticket per participating class, learning group, or device. You do not need to book a separate ticket for each individual student.

Joining on different devices

If you sign in to an additional device using the same email address, the first device will be logged out automatically. If you have several groups joining from different classrooms or devices, please ask each teacher to book their own ticket using their own email address.

How to join the webinar

You will need to click on the Zoom registration link to register by entering your first and last name and email address. You will then be sent a joining link automatically from Zoom. The webinar will start at the advertised time. You are welcome to join slightly earlier, but you'll be held in a waiting room until the official start time. More information about joining a Zoom webinar can be found [here](#).

What to expect during the webinar

There isn't any audio or video for participating schools, so you won't be able to see others nor others see you. If you have any questions, concerns, tech issues or would like to share thoughts with our webinar speakers, you are welcome to use the Q&A function on the bottom toolbar panel to message us.

Would you like to adjust your viewing layout during the live session?

Click the participants icon and choose the window that you would like to see full screen. You can also pin this, so it stays full screen. More information can be found here: [Pinning participants' videos](#)

Would you like to see live captioning during the webinar?

Click the 'Live Transcript' icon at the bottom centre of your screen, then click 'Enable'.

Would you like to adjust the live captioning or see a live full transcript?

Click the upside-down arrow next to the 'CC' icon – you can choose to 'Hide Subtitle', or 'View Full Transcript'. You'll be able to view full, time-stamped transcripts and save them for later. In this drop-down, you can also adjust the sizes of captions to suit your needs.

More info about accessibility tools in Zoom can be found here: [Zoom Accessible Features Overview](#)

Would you like to go over sections of the webinar again, at your own speed?

The webinars are all recorded. Once the webinar is over and we have time to edit it, the V&A team will send you a link to an edited recording with a transcript available. You will be able to then re-watch the webinar in a way that works for your school group.

Do you have questions or more ideas or tools we can use to make our webinars more accessible for your group and others?

Please get in touch with us at schools@vam.ac.uk