

TOP TIPS FOR USING THE ZOOM CHAT TOOL

TAKE ADVANTAGE OF THIS USEFUL
RESOURCE DURING SESSIONS



Use it as a virtual roster/
sign-in sheet.



Check often for questions
or comments.

Pro tip: Assign a Chat Monitor
to over see chats for you.



Encourage engagement.

Identify opportunities to use
nonverbal feedback with Zoom
reactions (emojis, thumbs up,
etc.) and participant icons (yes,
no, go faster/slower, etc.) for
quick feedback &
communication.

Assess the group's interest in
moving on to the next topic,
reviewing an area of confusion,
celebrate a moment, etc.