Easiest way to mute/unmute in Zoom

Brought to you by
Lisa Schwaiger
- DOPM HelpDesk Triage and Computer Tech in MT-403

SITUATION/QUESTION:

I know I can unmute or mute myself in a Zoom meeting by clicking on the microphone icon on the lower left.

That's pretty easy, but sometimes -- when I'm gathering up my thoughts or affected by "stage fright" (knowing that I'm about to speak) -- even that seems hard.

Is there a Super-Easy way to unmute/mute myself in Zoom?

SOLUTION/ANSWER:

Yes. The Space bar toggles between mute and unmute.

See a short video about that here if needed: https://youtu.be/UEABW3ddZkc?t=582

Was this helpful? Do you have suggestions for a future Tip of the Week? Do you have any other comments?
Let us know at dopmHelp@uabmc.edu

To see an archive of past Tips of the Week: https://www.uab.edu/medicine/dopm/dopm-it/weekly-tips