

# HOW TO IDENTIFY:

# VIDEO CALL ICONS

## Common Video Platforms



Google Meet



Skype



Microsoft  
(MS) Teams



Zoom

## Common Icons

Different platforms have different icons but most look similar:

(MS) Teams

Google Meet



Video camera is on



Video camera is off



Microphone is on



Microphone is off

(MS) Teams

Google Meet



**Present now / share content**



**Hang up call**



**Chat (text)**



**Show participants**

## Other examples



**Start meeting now**

**Stream**

**Use a sticker (image)**

**GIF (Use a moving image)**

**Send chat message**

**Send an emoji (Thumbs up, smile, etc)**

**Add a file as an attachment**

**Raise your 'hand' to let the chair know you want to comment**

Search

Popular stickers and memes



## More actions / settings

Three dots in a line usually brings up further actions, where you can for example record the meeting, check your sound or video (settings), or change how you see the people on your screen (layout)



- Record meeting
- Change layout
- Full screen
- Turn on captions
- Settings
- Use a phone for audio
- Report a problem
- Report abuse
- Help

- Show device settings
- Show meeting notes
- Info pane is disabled by policies
- Enter full screen
- Show background effects
- Turn on live captions (preview)
- Keypad
- Start recording
- Turn off incoming video