

Key Differences Between ZOOM & #TEAMS

IN-MEETING CHAT

In <u>Zoom</u>, chat settings are determined by the meeting host, and can be disabled, allow for private chats, or anything in between. Public chats can be downloaded with the meeting file.



In <u>Teams</u>, chat can be disabled, enabled, or closed after the meeting end using the settings menu in the meeting. NOTE: Private chats are NOT possible in Teams meeting chats.

BROWSER SUPPORT

Zoom works via its desktop application, Google Chrome, Firefox, and Edge for desktop machines, and Chrome, Firefox, and Safari for mobile devices.



Teams works best on its desktop and mobile applications, Google Chrome, and Microsoft Edge. Other browsers allow you join and listen, but not share your camera.

WHITEBOARD & ANNOTATIONS

In addition to offering a whiteboard option with built in templates and sharing tools, Zoom has an annotation tool that allows participants to annotate any shared screen.



In Teams, you can share a whiteboard that is available before, during, and after the call. Many annotation and template tools are built into Teams Whiteboards.

LIVE CAPTIONING

In <u>Zoom</u>, the host must first enable live captioning in their account settings at <u>nyit.zoom.us.</u> Meeting participants can turn on live captions once they've been enabled.



In <u>Teams</u>, anyone can turn on the live caption using their own meeting controls, and it does not have to be enabled prior by the meeting host.