

How do I join a **zoom** meeting?

Getting started

1. Before joining a Zoom meeting on your computer or other device, you can download a Zoom app from this link: <https://zoom.us/download>.
2. On that page, you will see the different versions of the app. Download the app version that is best suited for you. The first one - **Zoom Client Meetings** - is likely the one you want. Click the **Download** button



Download

3. Follow the instructions and prompts to download the app.

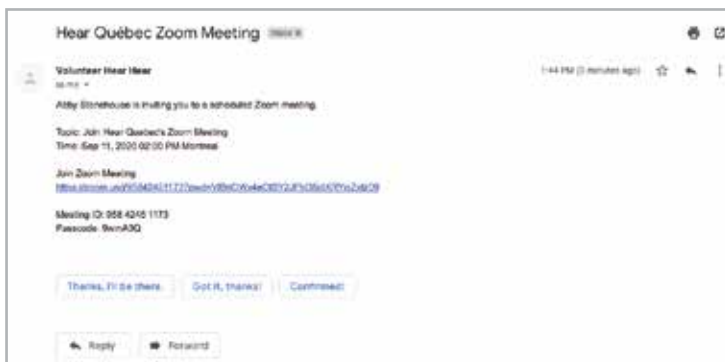
Joining a Zoom meeting

There are **3 ways to join a Zoom meeting:**

- Through the link via your email invitation. We recommend joining the meeting this way.
- Using the Zoom app on your desktop and manually entering in the Meeting ID and password found in the invitation email.
- Via telephone dial-in

Joining via email link (MOST COMMON):

1. You will receive an email invitation from the meeting host:

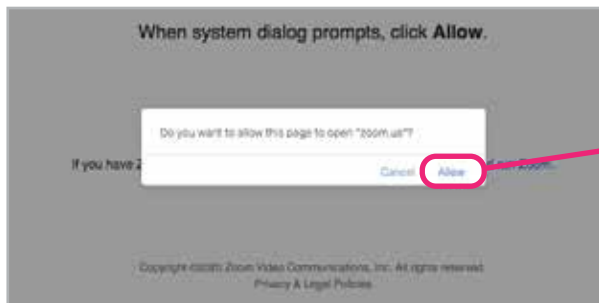


- Click on the link in the email (join via PC, Mac, iOS or Android). The text will be highlighted in **blue**

Join Zoom Meeting

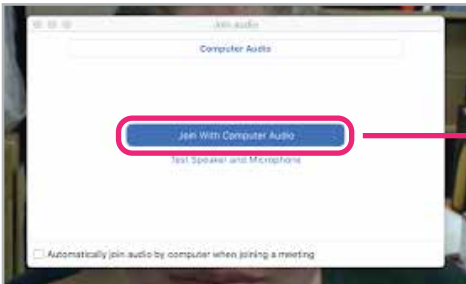
<https://zoom.us/j/95842451173?pwd=VlBnOWx4eCtSY2JFbG5idXRYcjZidz09>

- You will be taken to a Zoom web page.
- If you have never used Zoom before or if you have not downloaded the app/software like discussed at the beginning of this guide, you will be prompted to download the program. If so follow the instructions to download and resume the process of joining the meeting (number 2).
- If you have Zoom downloaded, you will be taken to the Zoom webpage. The page may ask you: *Do you want to allow this page to open "zoom.us"?* If it does, then click **ALLOW**.



PRESS
ALLOW

- You will be taken to the waiting room of the meeting. Please allow a few minutes for the host to let you in.
- Once the host lets you in, you will be taken to the meeting. You may be asked: *Join with Computer Audio:*



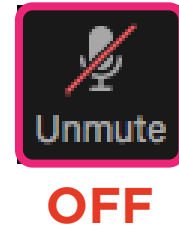
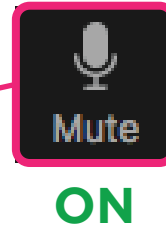
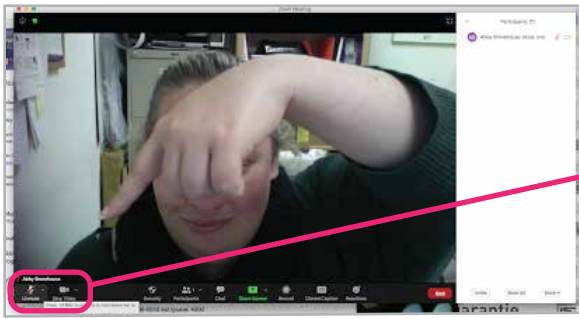
Click

Join with Computer Audio

- You will now be in the Zoom meeting room



9. You can mute your audio by clicking the microphone icon in the bottom left-hand corner of your screen. To turn off your video, you can click the camera icon in the same area.



**Please note that the Host may mute you to control the sound during the meeting.*

10. To leave the meeting press the red **END** button at the bottom left of your screen.



Other methods for joining a meeting:

Telephone dial in:

1. You will receive an email from the meeting host with the number to dial and the Meeting ID and passcode.
 - a. Call the number (make sure it's a local number)
 - b. When prompted dial in the ID and passcode.
2. In order to turn off and on you microphone in order to say something, press *6.

From the Zoom app:

1. Open the Zoom app on your desktop and sign in.
2. Click on the blue Join button.
3. Enter the Meeting ID (this is displayed in the email invitation).
4. You can then choose whether to come into the meeting with your audio or video enabled or disabled

To see more detailed instructions on how to join a meeting, go to the Zoom website