

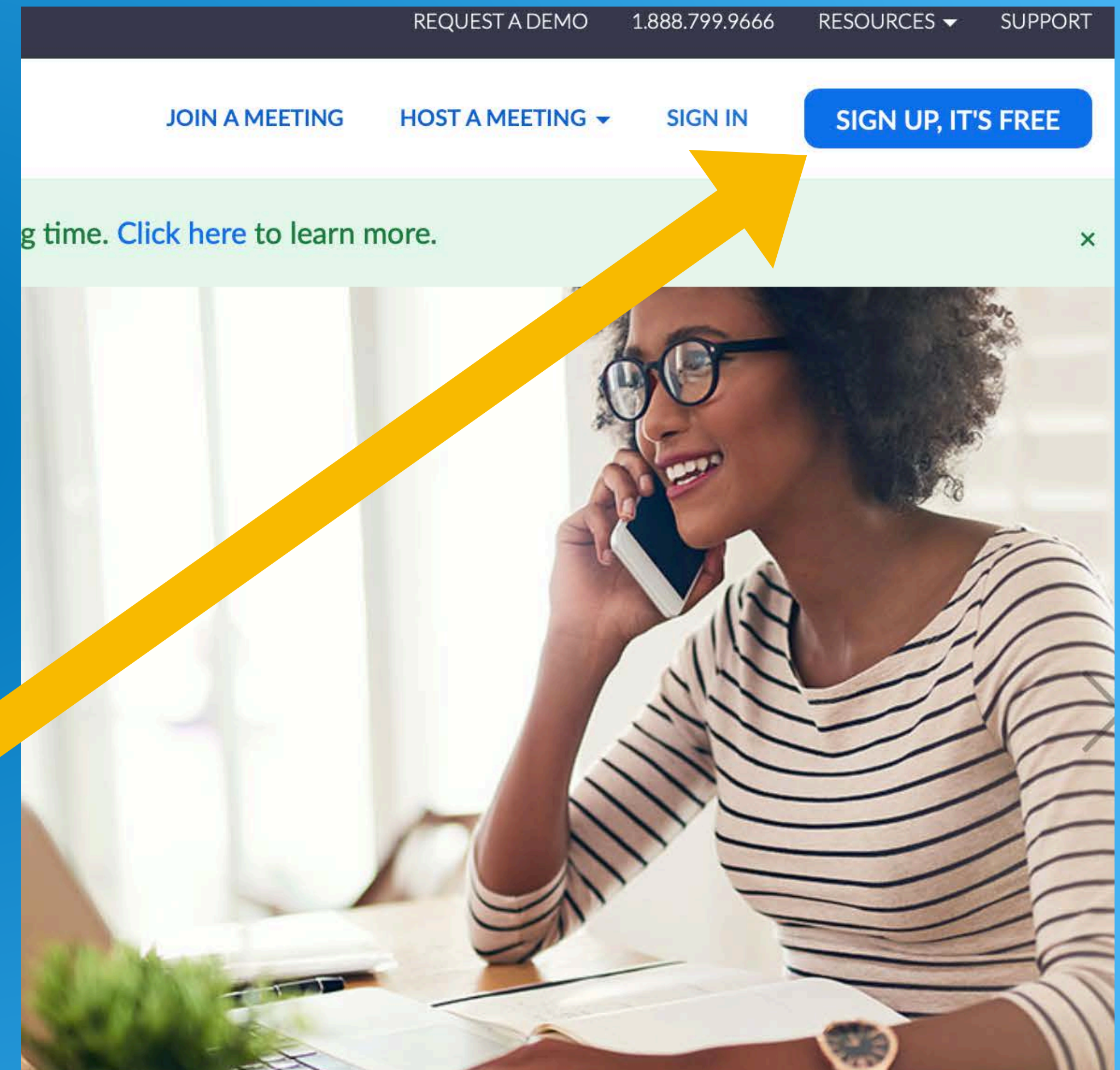
How To Join A Zoom Meeting

Why Zoom???

- Well, we are heeding the advice the CDC, and WHO, as well as local, state, and federal governments to remain closed as we continue to practice "social distancing" in an effort to mitigate the spread of COVID-19. So..that's why.
- And, more importantly to help us all stay connected as a group. To continue to support each other while maintaining our social distance.

Okay, so Zoom. Now what?

- Well, first things first...you DO NOT need a Zoom account to JOIN A MEETING.
- If you need / want to HOST A MEETING. you WILL NEED to create an account. (Basic plan is FREE!)
- Go to <https://zoom.us.com> and click the blue button on upper right. Now you have an account!

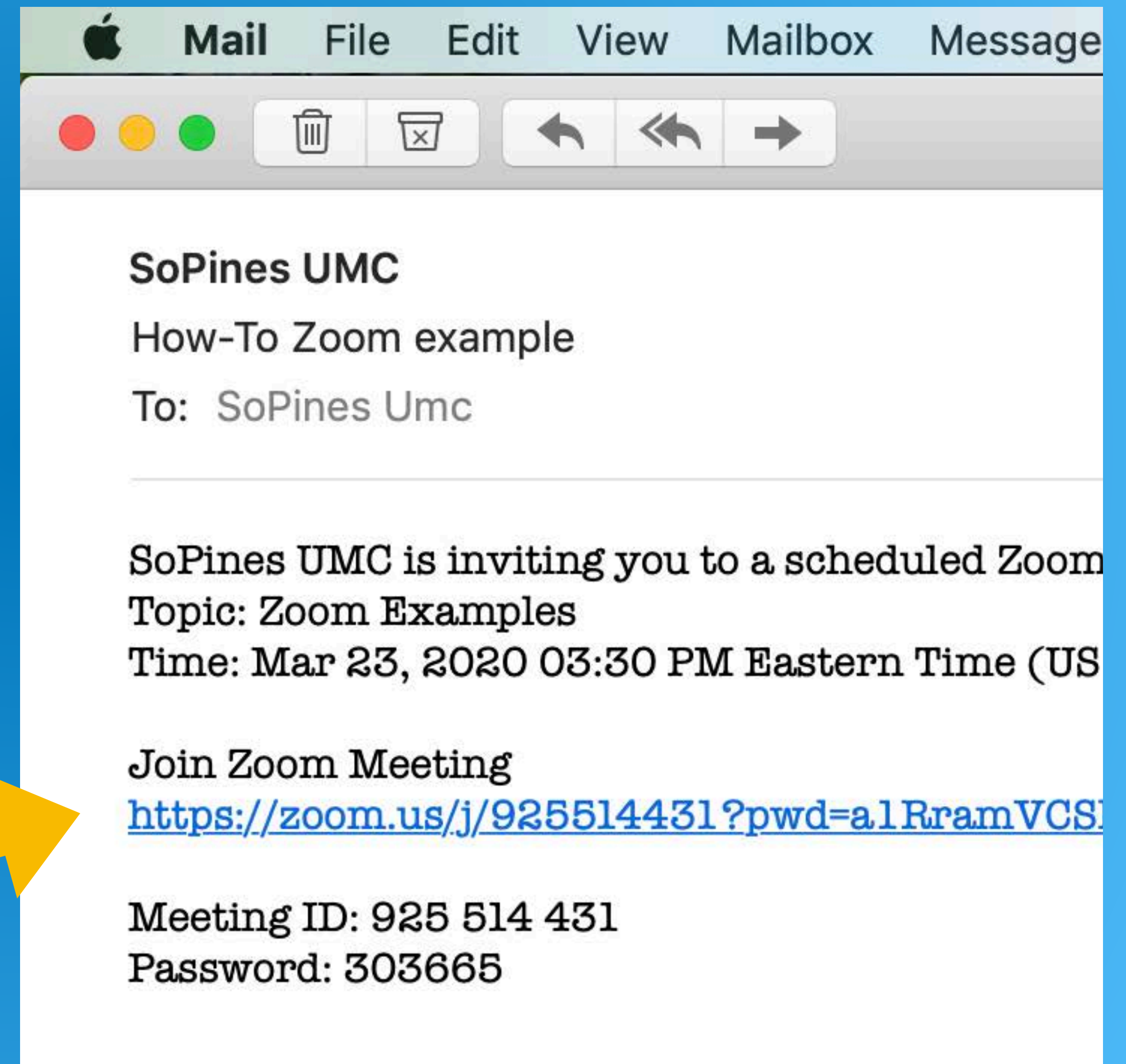


How do I Join a Meeting

- You will join a meeting one of two ways...
 - By entering in all the information manually. Or,
 - By clicking a link found in your email that will open Zoom one to two ways:
 - Via your internet browsers on your laptop, or
 - Via your device (i.e. smartphone or tablet)

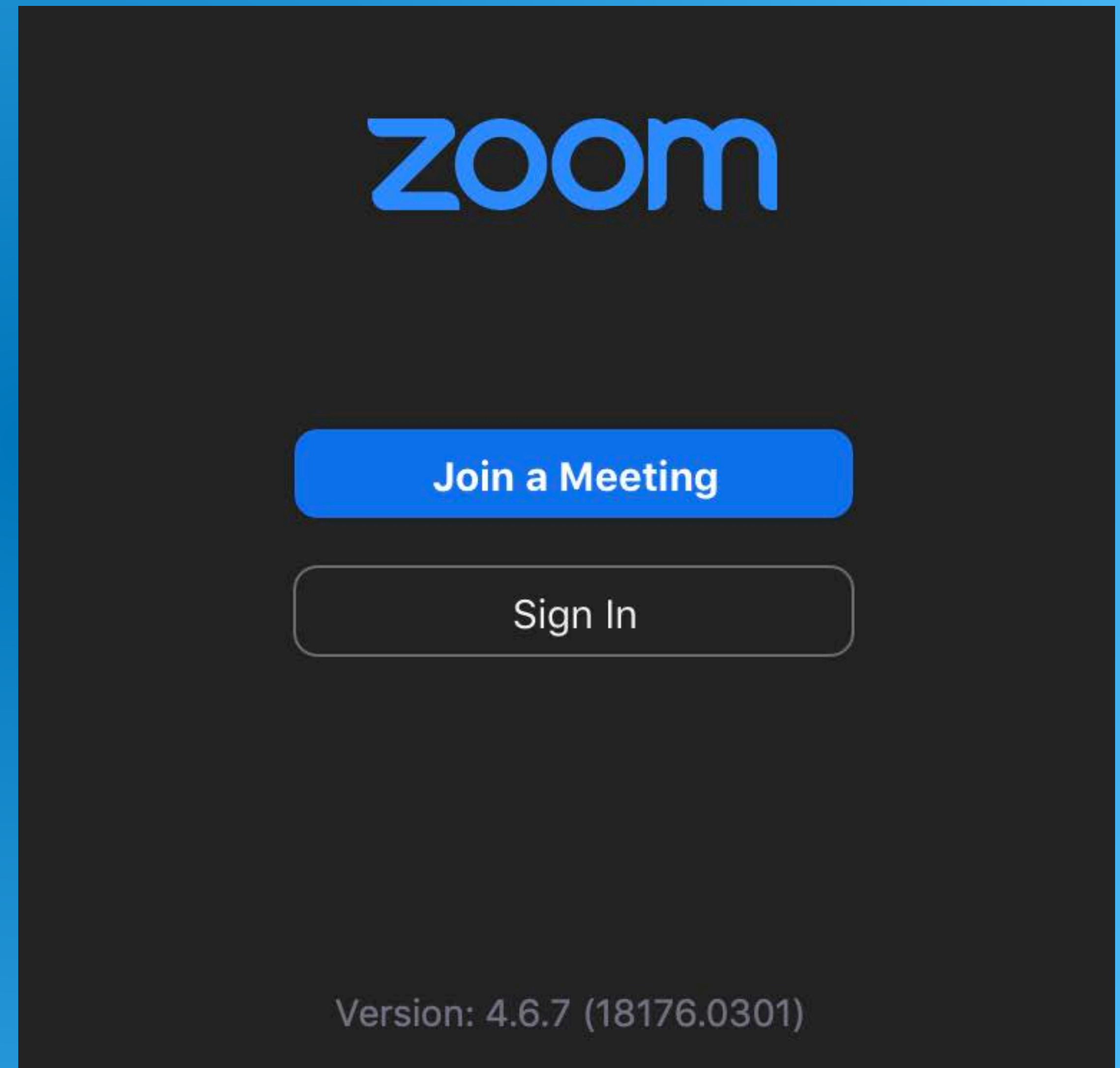
Email with Meeting Details

- All meetings will have an email that the host will send out that will include some important information: Meeting Day / time, Meeting Link, Meeting ID, and Meeting Password.
- All emails will have a “Join Zoom Meeting” link to click whether on a laptop, phone, or tablet.



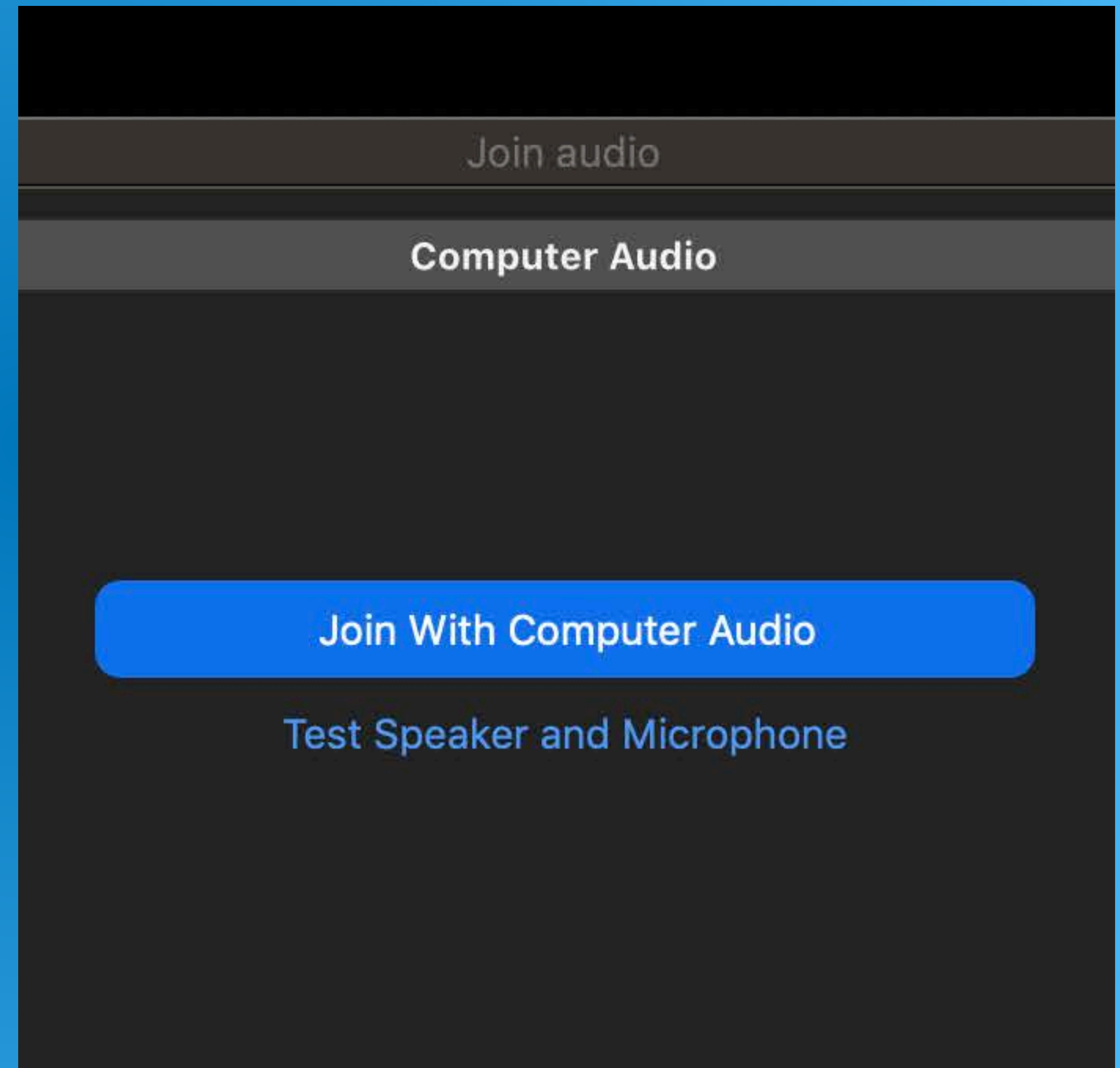
Join A Meeting via my laptop

- If you are joining via phone/table you can skip to Slide #8.
- A pop-up window might open. If so, click okay/yes/allow.
- Click “Join A Meeting”



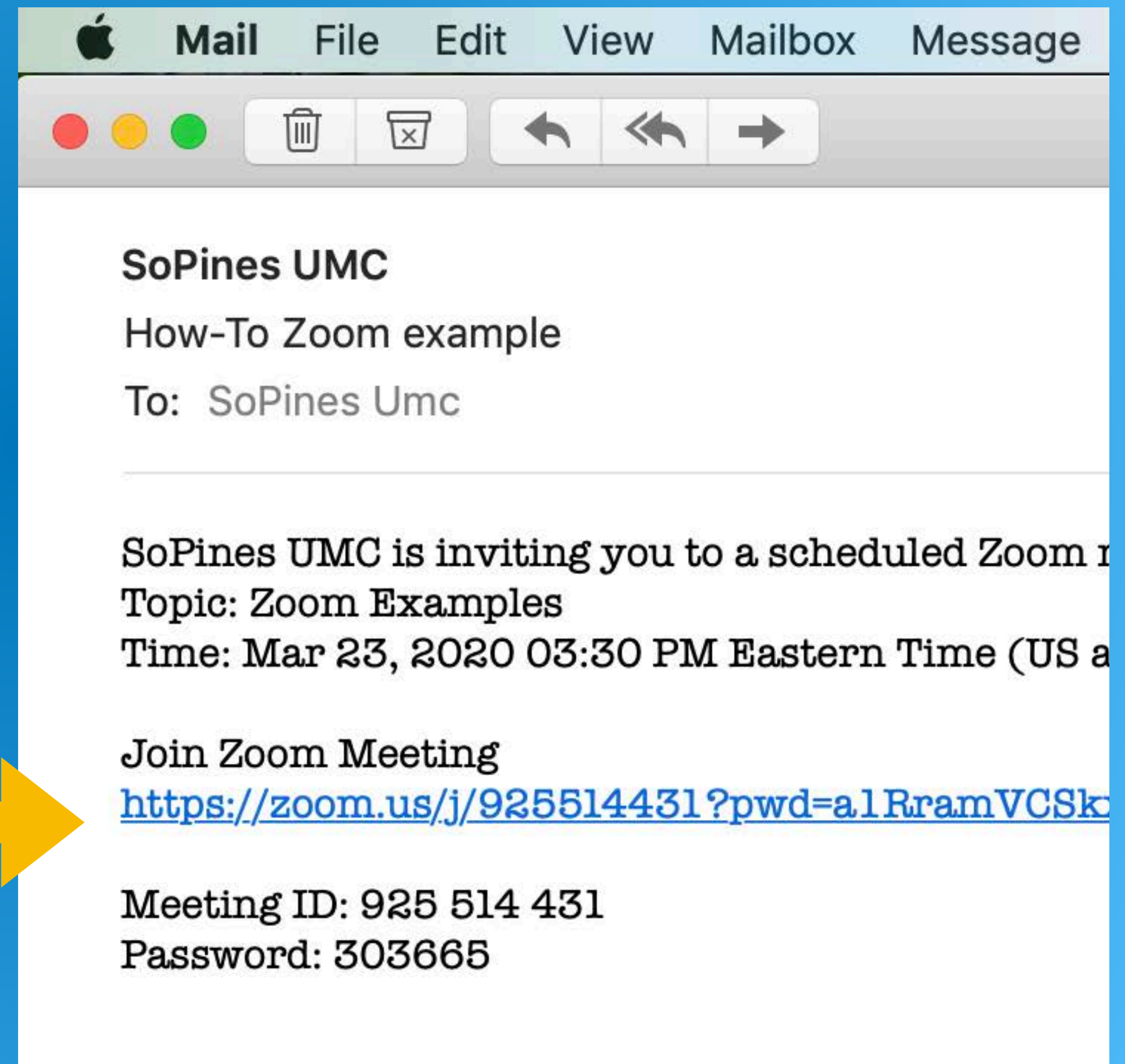
Join A Meeting via my laptop

- Another question.....
- If this is your first Zoom meeting, I would log in a few minutes early to test audio & video (if you want video)
- If not, click “Join with Computer Audio”
- And now you’re in!!!



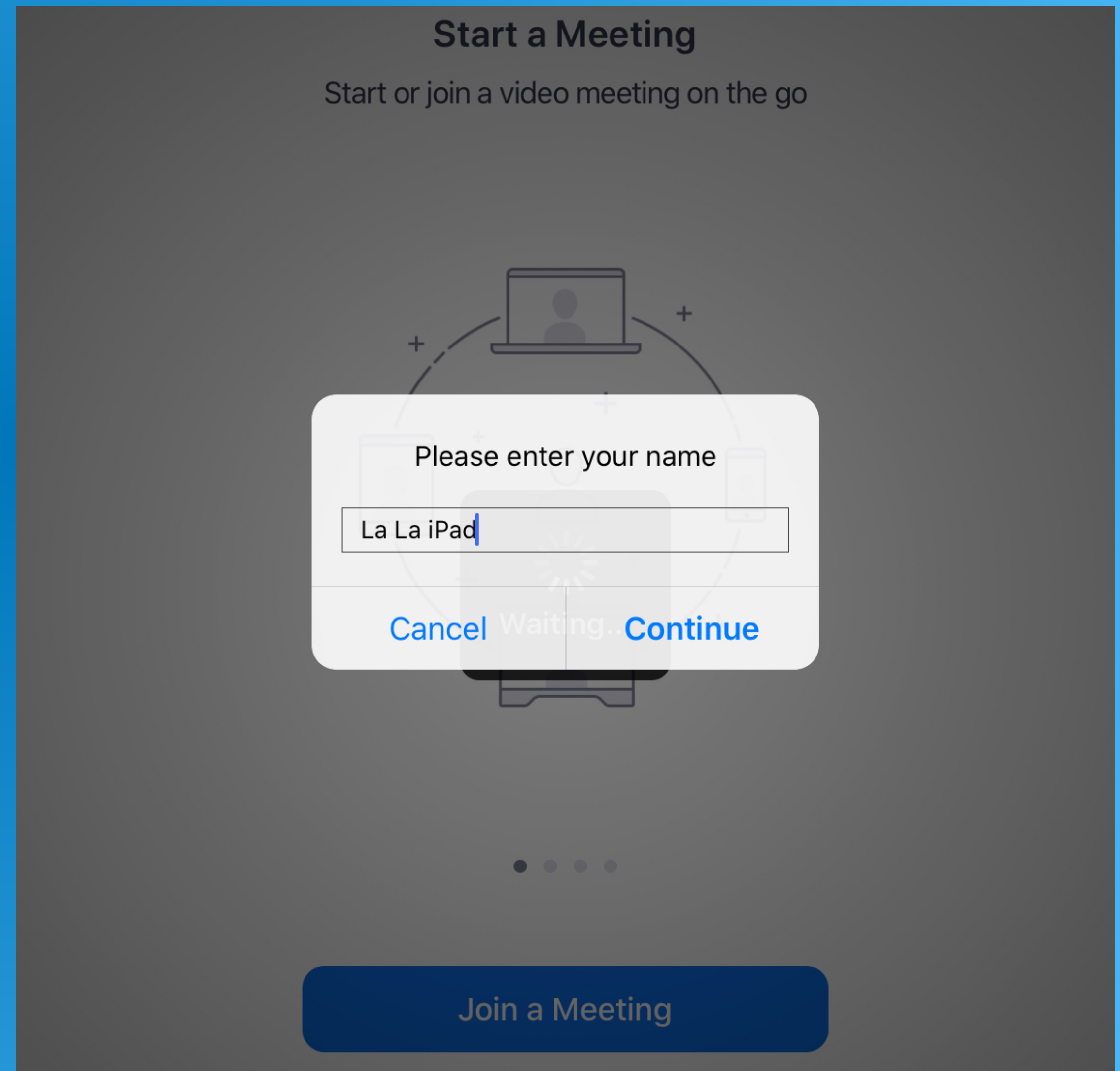
Join A Meeting via my phone/tablet

- First, download the Zoom App for your device.
- Remember that email with all the meeting info?
- Open the email & click the link to join.



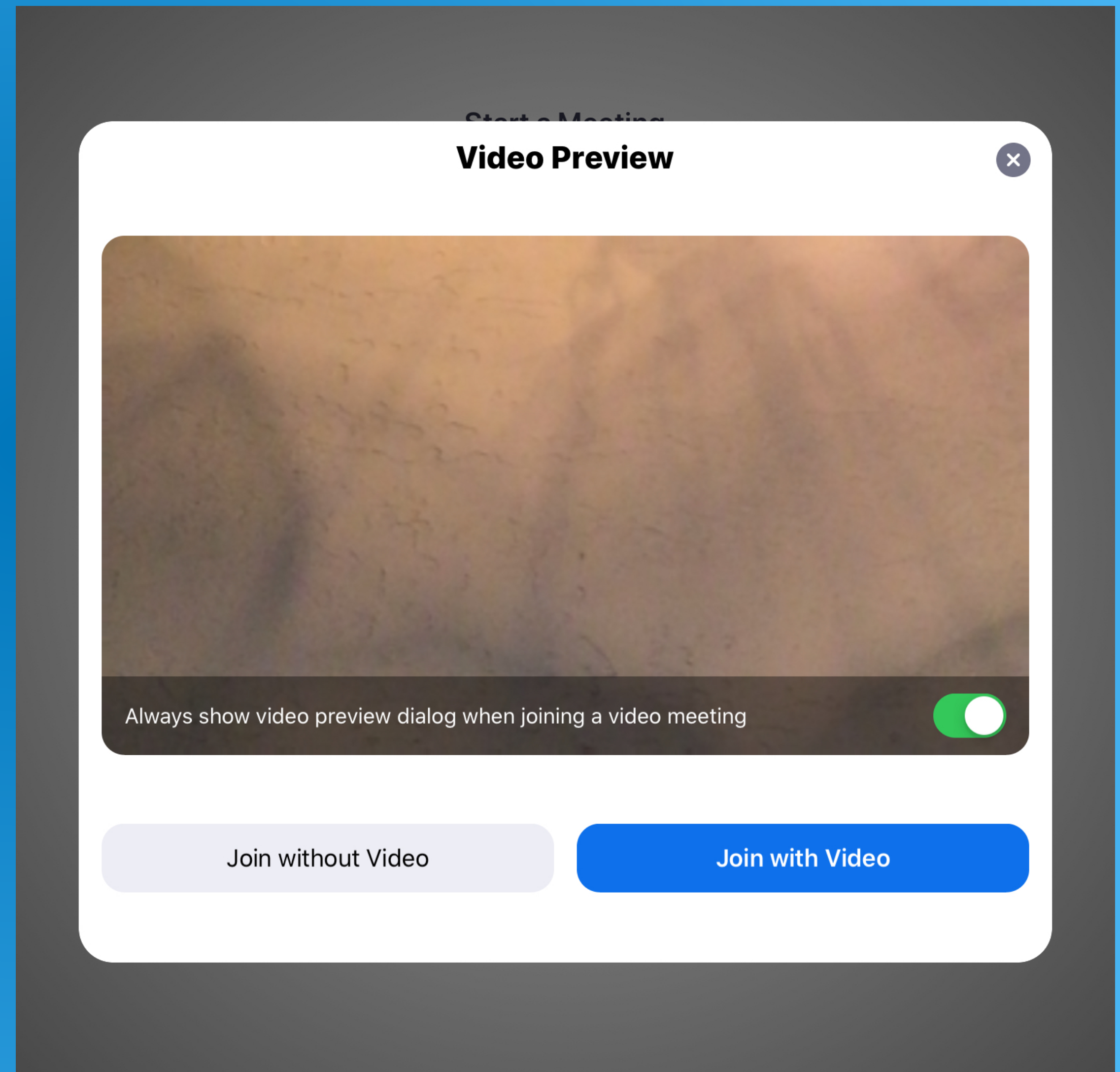
Join A Meeting via my phone/tablet

- The Zoom App will automatically open!!!
- Enter your name, this will be visible to all other attendees.
- Click “Continue”



Join A Meeting via my phone/tablet

- Another question: “Do you want video?”
- Decide and then click the appropriate answer:
 - “Join without Video”
 - “Join with Video”

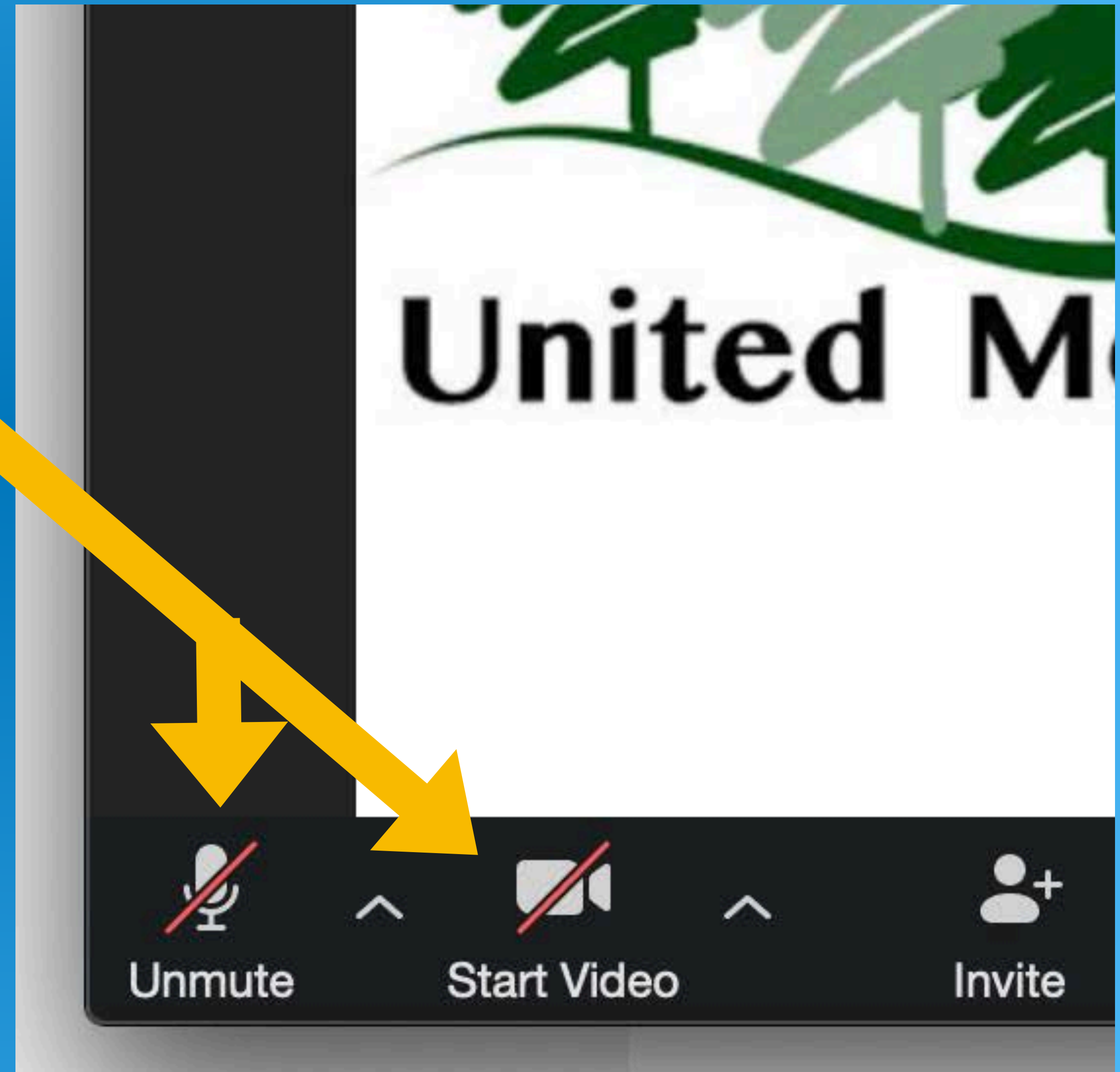


You've SUCCESSFULL JOINED

- You did it! You've joined a Zoom Meeting!!!
- A few things...
 - You are always mute / unmute your audio
 - You can start / stop sharing your video
- This either is a little different via the laptop or device
 - If you want to know how...go to the next slide for laptop, slide after for phone/tablet.

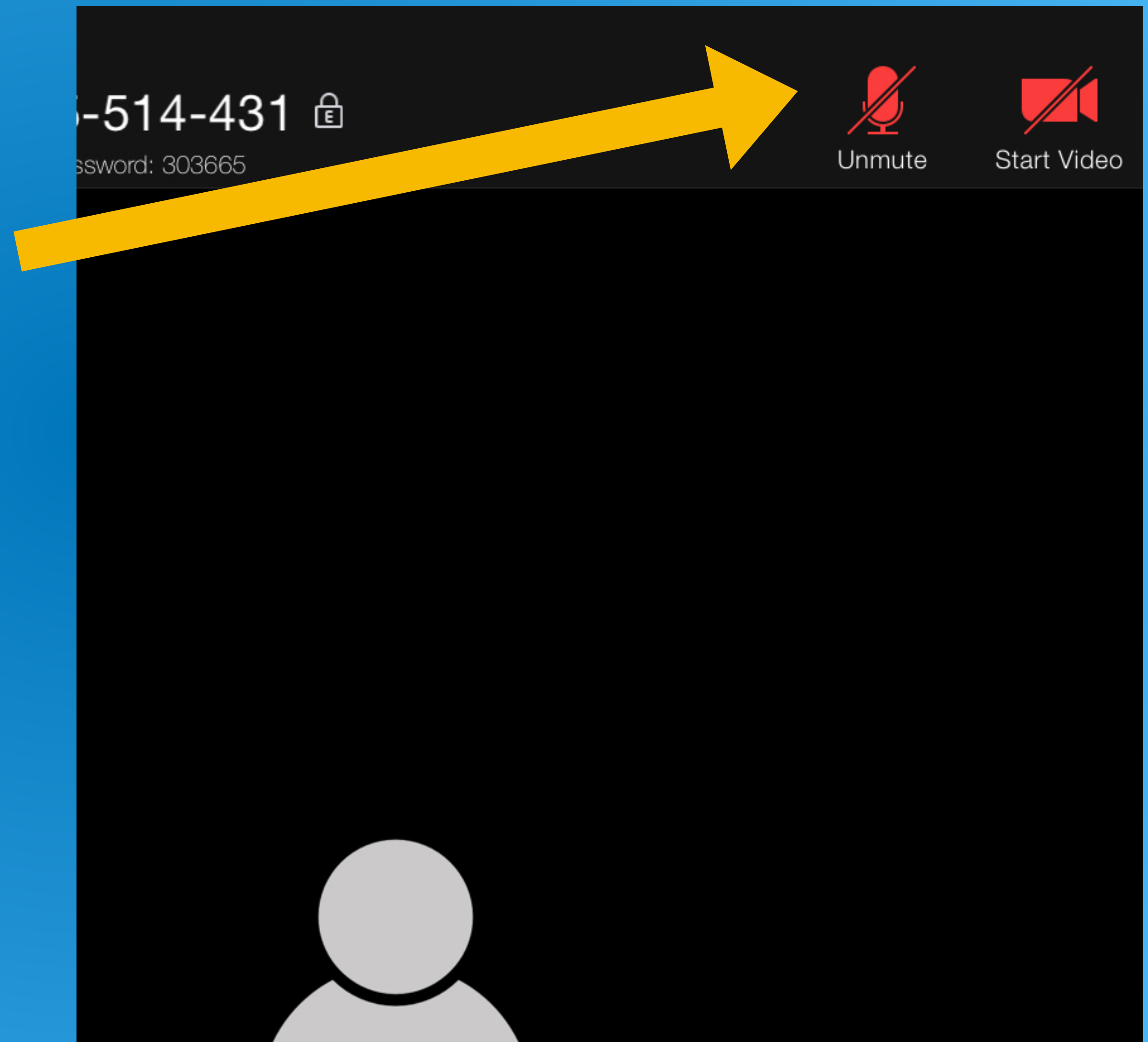
Audio / Video in a Meeting (Laptop)

- See the mic (audio) & camera (video) with the red line through each them??? Location may not be the same depending on internet browser.
- Both audio & video are muted.
 - Tap each one to unmute.
 - The red lines will be gone.
 - Some audio images might change to a headset.



Audio / Video in a Meeting (device)

- See the red mic (audio) & camera (video) with the lines through them ??? Location may not be the same depending on internet browser.
- Both audio & video are shut off.
 - Tap each one to turn them on.
 - They will no longer be red and will both turn on.



You've Joined a Meeting

Congratulations!

You did it! Not only have successfully learned how to join a Zoom Meeting, you know how to mute/unmute and turn your video on/off!