HOW TO JOIN ZOOM

To join a Zoom meeting via the internet you will need a computer, tablet or smartphone that is connected to the internet and has a camera, speaker and microphone.

What is Zoom?
Zoom is a cloud-based video conferencing service to meet with others virtually - either by video or audio-only or both, all while conducting live chats. Zoom Meetings are video conferencing meetings hosted using Zoom software. You can join these meetings via a webcam or by phone. You can also record those sessions to view later

To use Zoom you will need: a video camera, either built in to your device or a separate webcam (most modern computers, smartphones and tablets have this built in) a microphone, either built in to your device or in the webcam (most modern computers, smartphones and tablets have this built in), or a regular telephone (for audio only, no video).

Connecting with Your Group's Online Meeting
You will receive an invitation from your group leader that has a specific link and meeting ID number for your meeting

- **Using your phone:** You can easily download the free Zoom Cloud Meetings app. Once it's on your device, you will NOT need to sign in or sign up. To join a meeting you've been invited to - either through email or text - just click that link and it'll automatically open your app. It works easiest on a smart phone or tablet. A few minutes before the meeting is scheduled to begin, click on the particular link to open Zoom.

- **Using your computer:** Access Zoom via your computer by going to zoom.us and click on "Join a meeting" (though you will need a microphone and camera or better yet headset; some computers and laptops already have these, others you need to purchase ones that connect to your computer through USB). A few minutes before the meeting is scheduled to begin, click on the particular link to open Zoom.

Setting up a Zoom Meeting
1. Download a small piece of software at https://zoom.us/download. If you are on a computer, you will use the Zoom Client for Meetings. If you are using a mobile device, you will use the Zoom Mobile App.
2. Once the software is installed, set up a free account.
3. Then, visit https://zoom.us/test to get connected with a test meeting.
4. If you are unable to communicate with software, you can dial in using a telephone number and meeting ID, which can be provided by your group leader.
5. You can find more information about joining a meeting on the Zoom website HERE.

Please take a few moments before the meeting to make sure that you can get connected with the test meeting.

MUTE AND UNMUTE
During the meeting, if you are not speaking, you may wish to mute yourself. This will help eliminate background noise for everyone. Your meeting host can also mute and unmute you. To mute or unmute yourself click on the microphone icon. (When a slash is across the microphone you are muted and people on the Zoom meeting cannot hear you.)

If you would like to watch a short video about how to join a Zoom meeting, click here:
https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting