

Joining a Meeting Using Zoom

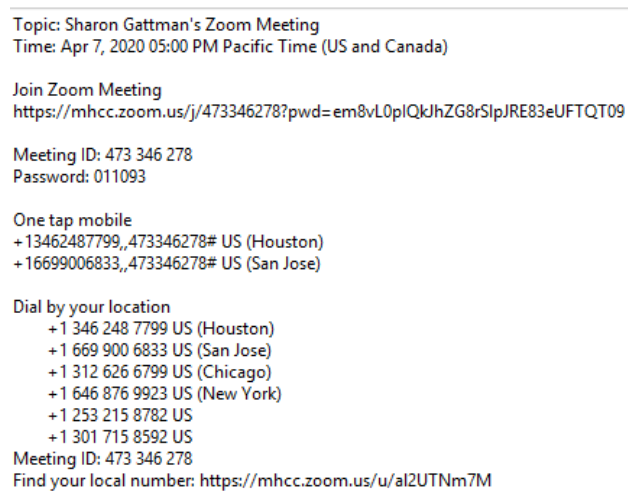
In order to practice social distancing and safe health practices as we continue our program operations, we will be using meeting technology called Zoom. The following instructions explain how to join a meeting for the first time using Zoom.

The following is a video tutorial on how to join a Zoom meeting for the first time:

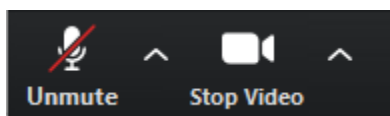
https://www.youtube.com/watch?v=oT_ckqadmCE

You can also follow these instructions:

1. The meeting organizer, or host, will first create a meeting and send you the meeting information. The meeting information will look similar to this:



2. In the meeting information you receive, there will be a link you can click on to join the meeting. You may be prompted for a password. If so, it is included in the meeting information.
3. If you do not already have Zoom installed on your device, you will be prompted to install the application. Follow the prompts to do so.
4. Once the application is installed, you will be asked if you would like to join using your device's audio or call in using a phone number. If possible, use your device's audio because the phone numbers are currently experiencing long hold times to access meetings.
5. Once you are in the meeting, you may adjust your audio and video settings in the lower left corner of your Zoom screen, pictured below:



You can click on each of these icons to mute or unmute your sound and share or stop your video. A red line through the icon indicates you are not using that function.