

## HOW TO JOIN A ZOOM MEETING

**Step 1.** You will get an email invitation to join a Zoom meeting with the date, time and a link to the meeting. To join the meeting, click on the link. Or copy the URL into your browser.

Michele Desmond is inviting you to a scheduled Zoom meeting.
Topic: Zoom Practice Time: Mar 25, 2020 03:00 PM Pacific Time (US and Canada)
Join Zoom Meeting https://csuchico.zoom.us/j/594368918
Meeting ID: 594 368 918
One tap mobile +16699006833,,594368918# US (San Jose) +13462487799,,594368918# US (Houston)
Dial by your location +1 669 900 6833 US (San Jose)

Step 2. A window appears. Wait while Zoom downloads a temporary file. Don't click on "download & run Zoom," unless it doesn't load.



Step 3. The next window will ask if you want to open Zoom. Click on the "Open zoom.us" button



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Open zoom.us?		
https://success.zoom.us wants	s to open this ag	pplication.

**Step 4.** The final step to join a zoom meeting is to click on the "Join With Computer Audio" button. You should now be able to see the meeting host and other participants. If the host has not yet joined, you will get a message letting you know. You can just hang out there, and the picture will appear once the host logs into the meeting. Then you will automatically be connected to the group.

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• • •	Choose ONE of the audio conference options				
	Phone Call	Computer Audio	Call Me		
Join With Computer Audio					
		Test Speaker and Microphon	e		
Automatically join audio by computer when joining a meeting					

Continue to the next page...



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Step. 5. If you do not have a microphone or speakers on your device, you can join by telephone. Click on the "Phone Call" tab, and you will be given a phone number to call, as well as a meeting ID # followed by a participant ID #. Follow these prompts to join the meeting by phone. At least you will be connected to the conversation and can also participate by talking. Enjoy!

• • •	Choose ONE of the audio conference options				
	Phone Call	Computer Audio	Call Me		
Join With Computer Audio					
	т	est Speaker and Micropho	ne		
Automatically join audio by computer when joining a meeting					