How to join a Zoom meeting on:

Windows | macOS desktop client

- 1. Open the Zoom desktop client.
- 2. Join a meeting using one of these methods:
 - If you want to join a meeting without signing in, click Join a Meeting.
 - If you want to join a meeting by signing in:
 - 1. Sign into the Zoom desktop client.
 - 2. Click the Home tab.
 - 3. Click Join.
- 3. Enter the <u>meeting ID</u>¹ and your display name.
 - If you're signed in, change your name if you don't want your <u>default name</u>² to appear.
 - If you're not signed in, enter a display name.
- 4. Select if you would like to connect audio and/or video.
- 5. Click Join.

Windows in 'S' mode, Windows, macOS without downloading the app.

- 1. You can find the meeting invite link in your email or calendar invitation.
- Click the join link to join the meeting.
 On your web browser, a pop-up window will prompt you to open or download the application.
- 3. In the pop-up window, click **Cancel**.
- 4. At the bottom of the page, click **join from your browser**. You will be directed to a new page.
- 5. Click **Allow** to allow Zoom permission for your microphone and camera.
- 6. Sign in with your name to join the meeting.
- 7. (Optional) Select the **Remember my name for future meetings** check box.
- 8. Click Join.

Android

- 1. Open the Zoom mobile app.
- 2. Join a meeting using one of these methods:
 - Tap Join a Meeting if you want to join without signing in.
 - Sign in to Zoom then tap **Join**.

- 3. Enter the meeting ID¹ number and your display name.
 - If you're signed in, change your name if you don't want your <u>default name</u>² to appear.
 - If you're not signed in, enter a display name.
- 4. Select if you would like to connect audio and/or video and tap Join Meeting.

<u>iOS</u>

- 1. Open the Zoom mobile app. If you have not downloaded the Zoom mobile app yet, you can download it from the App Store.
- 2. Join a meeting using one of these methods:
 - Tap Join a Meeting if you want to join without signing in.
 - Sign in to Zoom then tap **Join.**
- 3. Enter the ¹ number and your display name.
 - If you're signed in, change your name if you don't want your <u>default name</u>² to appear.
 - If you're not signed in, enter a display name.
- 4. Select if you would like to connect audio and/or video and select Join.

Telephone

- 1. On your phone, dial the teleconferencing³ number provided in your invite.
- 2. Enter the meeting ID¹ number when prompted using your dial pad.
- 3. The following commands can be entered via DTMF tones using your phone's dial pad while in a Zoom meeting:
 - 1. *6 Toggle mute/unmute
 - 2. *9 Raise/lower hand

Note: If you have already joined the meeting by computer, you will have the option to enter your 6-digit participant ID to be associated with your computer. If you have not joined on your computer, simply press # again when prompted to enter your participant ID.

¹. meeting ID: The meeting ID is the meeting number associated with a meeting. The meeting ID can be a 9, 10, or 11digit number.

². default name: The name that is displayed on the screen so that others know who you are. If you call in it will be the phone number. You or the host may change the display name.

³. teleconferencing: The phone number listed on the meeting notice. This may be a long-distance call from a landline.