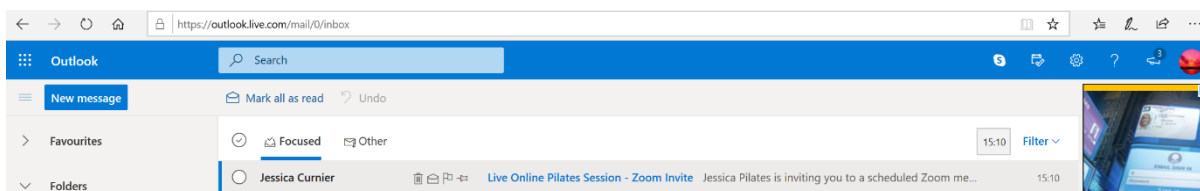


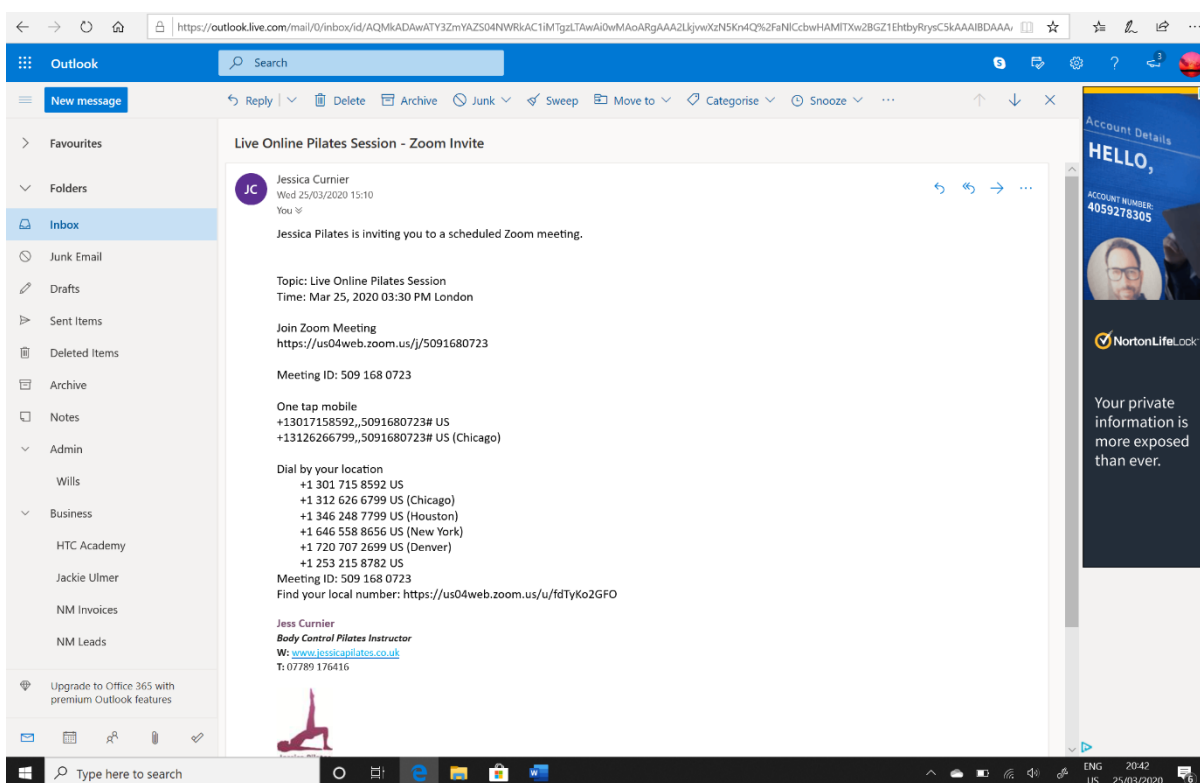
How to Join a Zoom Meeting Using a Computer/Laptop – Method 1

NB: You must have already downloaded Zoom onto your computer/laptop in order to follow the steps below. If you haven't already done this or don't know how to do this, please refer to our document 'How to Download Zoom onto a Computer or Laptop'.

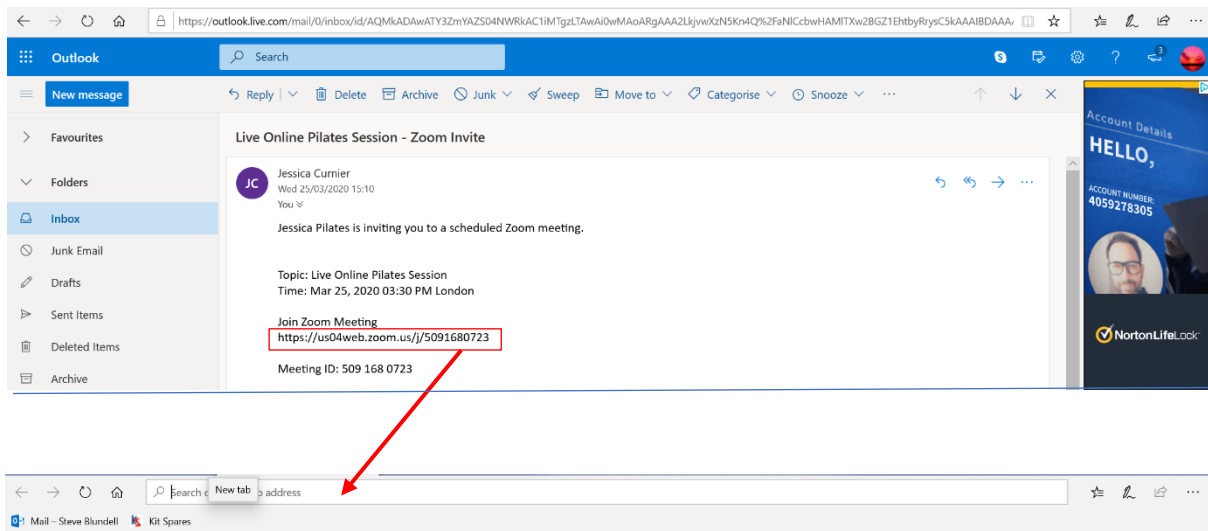
- 1) You'll receive an email from the instructor of your class with a Zoom invite. The subject of this email is likely to be 'Live Online Video Session – Zoom Invite'.



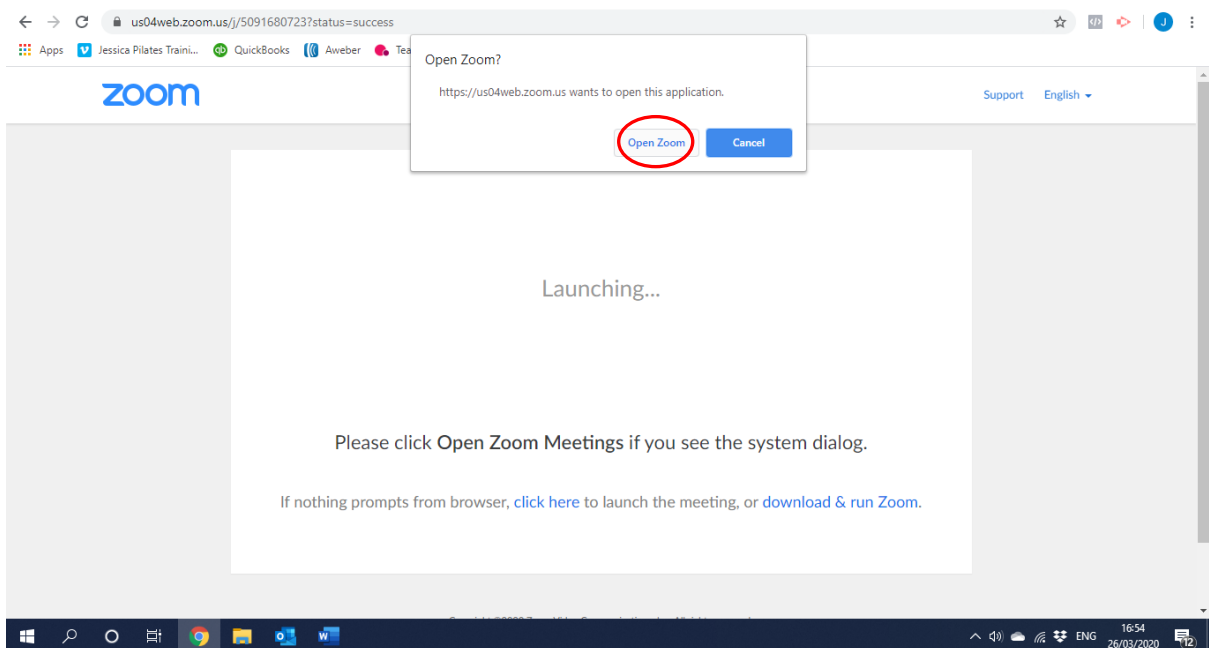
- 2) Open this email.



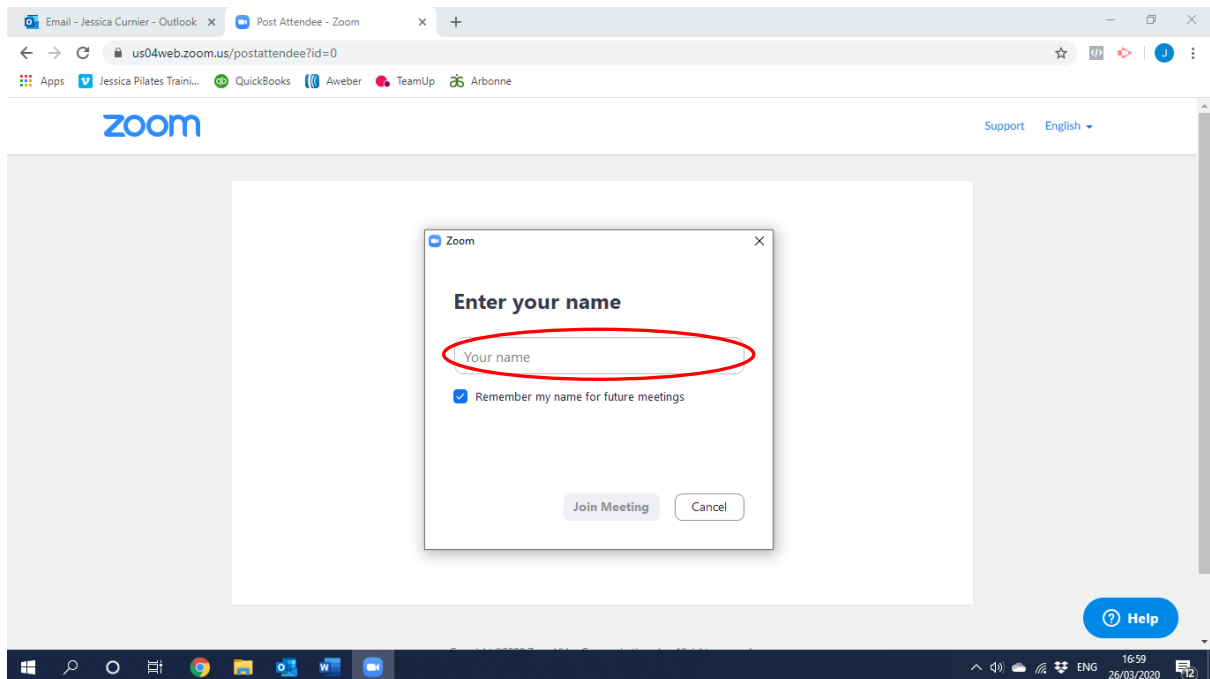
- 3) In the body of the email you'll see the subtitle 'Join Zoom Meeting', under which is a link. Copy and paste or re-write this link into the URL of your internet browser and press enter.



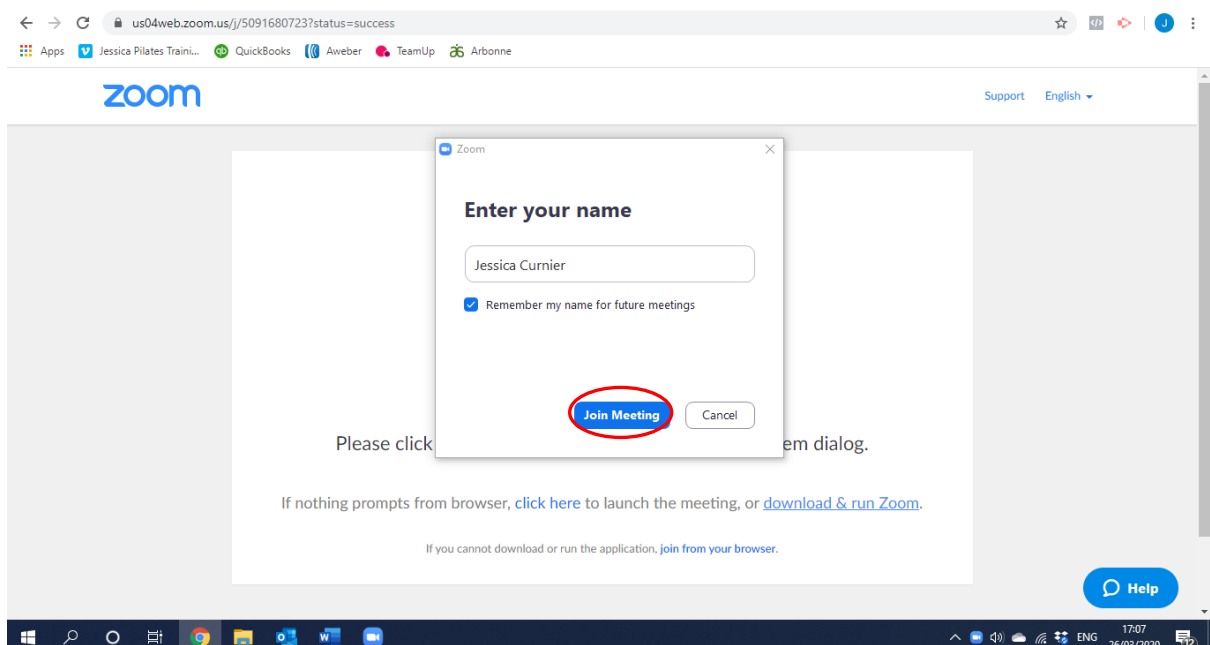
- 4) You'll be redirected to the following screen. Click on the 'Open Zoom' button, as per the below.



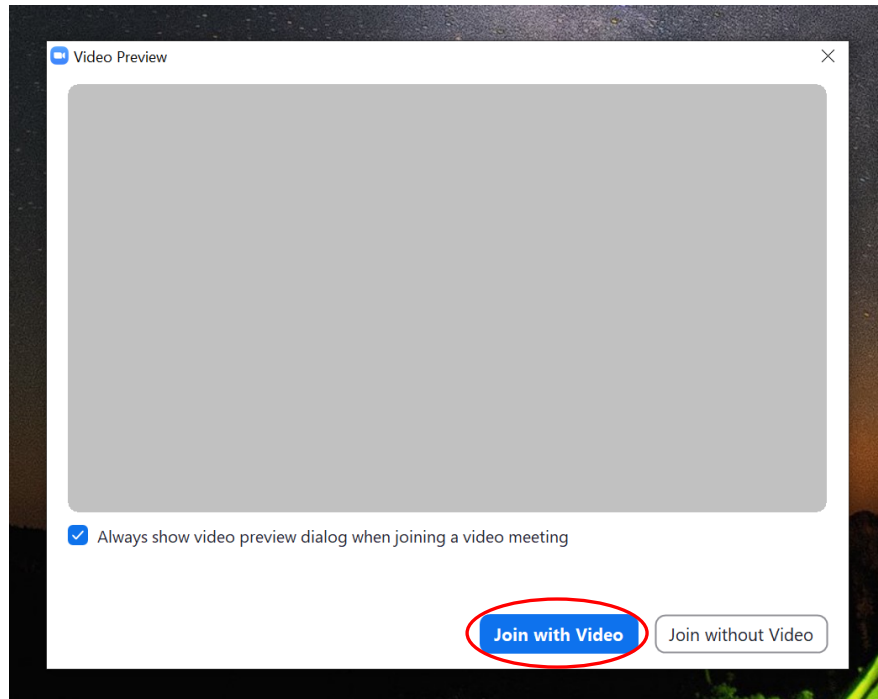
- 5) If this is the first time you've ever used Zoom/joined a Zoom meeting, the following box may appear in the middle of your screen. Please type your full name into the box in which is written 'Your name' so your instructor can easily identify you on screen during your session.



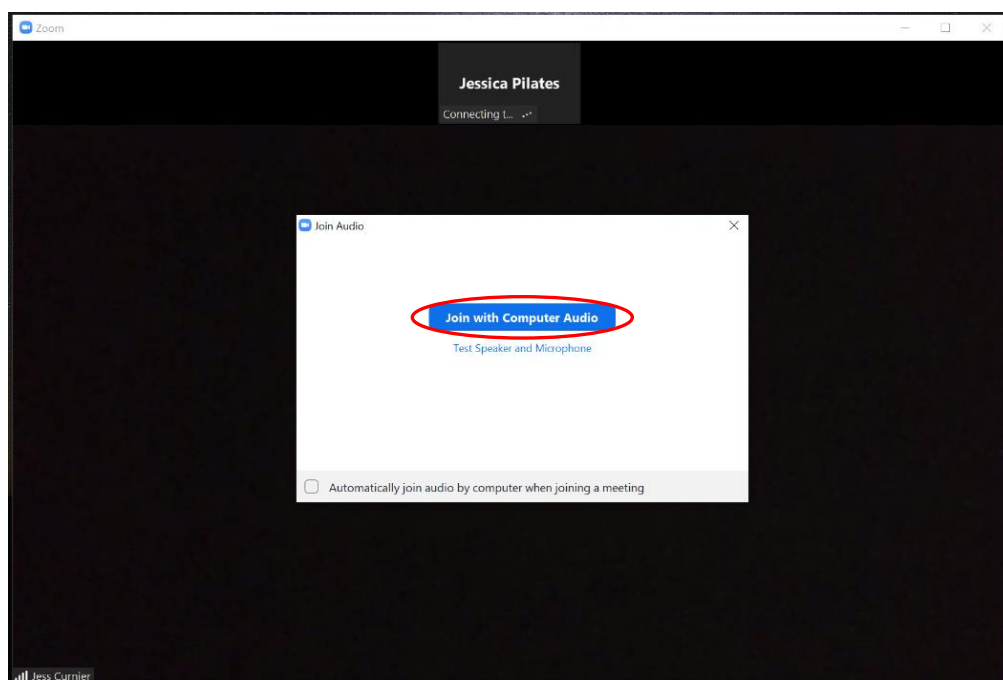
- 6) Once you've typed in your full name, click on the 'Join Meeting' button, which should now have turned blue.



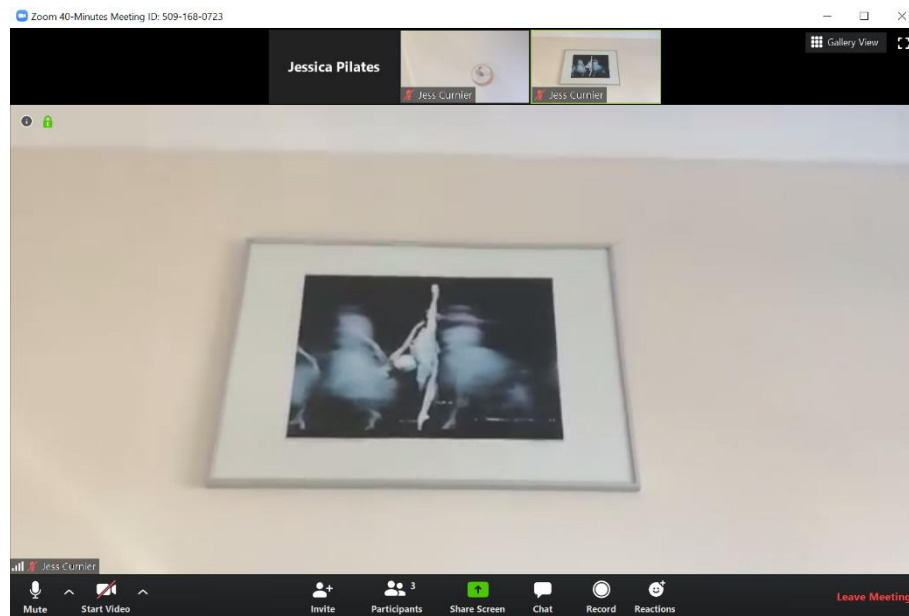
7) The following screen will appear. Click on the 'Join with Video' button.



8) The following screen will appear. Click on the 'Join with Computer Audio' button.



- 9) You'll then have successfully joined the meeting. Your instructor should appear in the middle of the screen and you should appear in the bar along the top of the screen.



NB: If you get logged out of your session for any reason, such as a bad internet connection or any other technical issue, please just follow the exact same steps listed above to re-join the class.