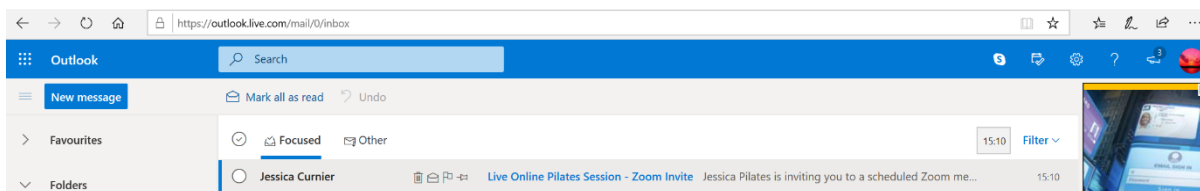


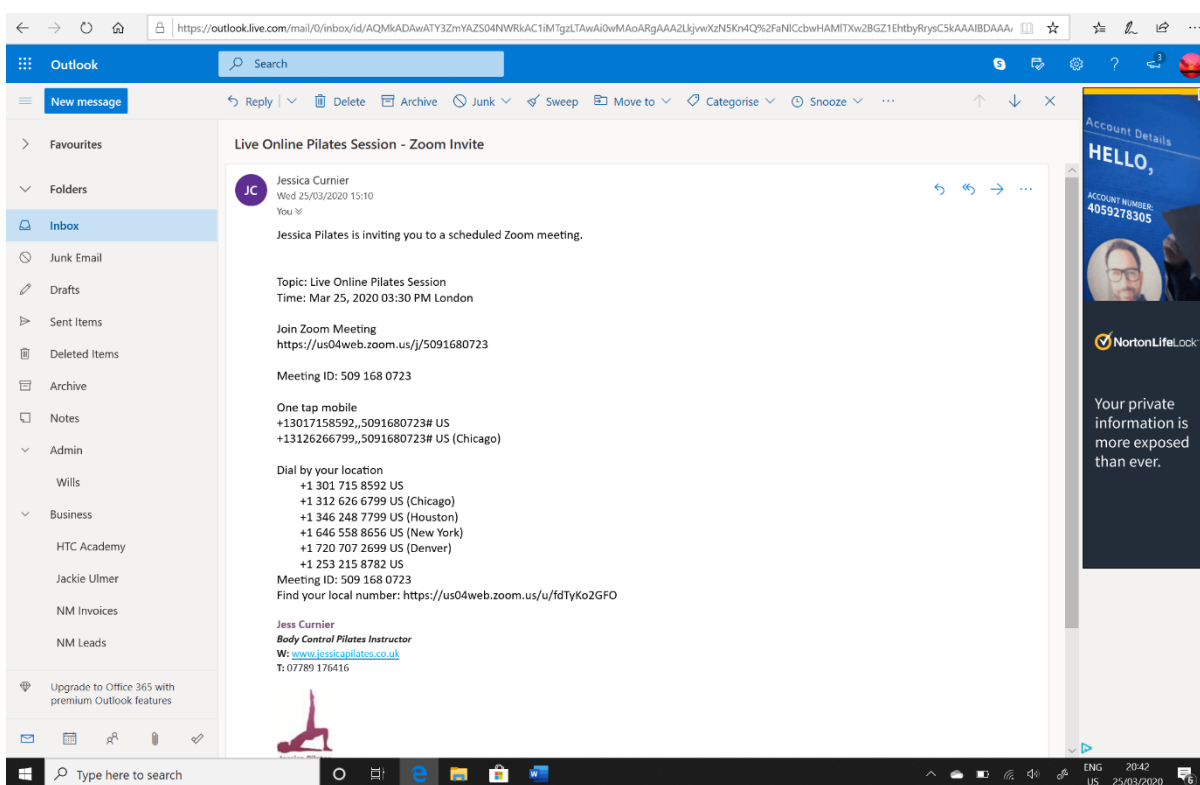
How to Join a Zoom Meeting Using a Computer/Laptop – Method 2

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'.

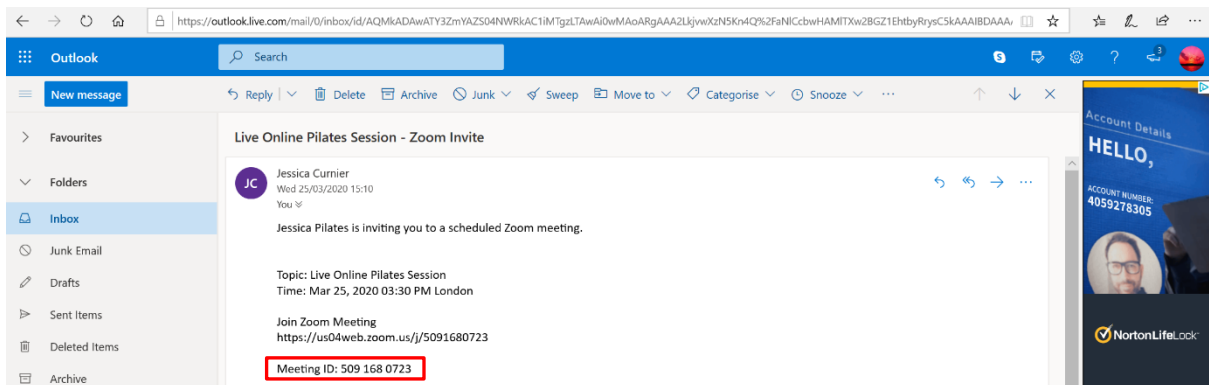
- 1) You'll receive an email from the instructor of your class with a Zoom invite. The subject of this email is likely to be 'Live Online Video Session – Zoom Invite'.



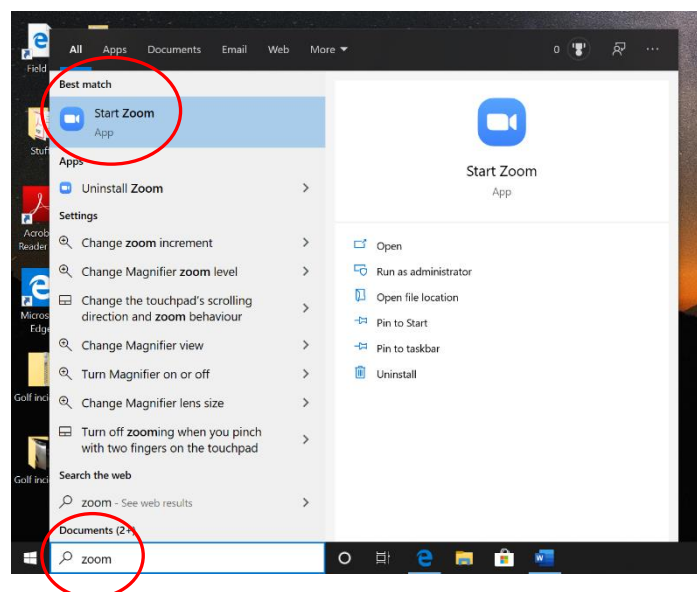
- 2) Open this email.



- 3) In the body of the email you'll see there is a 'Meeting ID', followed by a 10-digit number. Take note of this number.



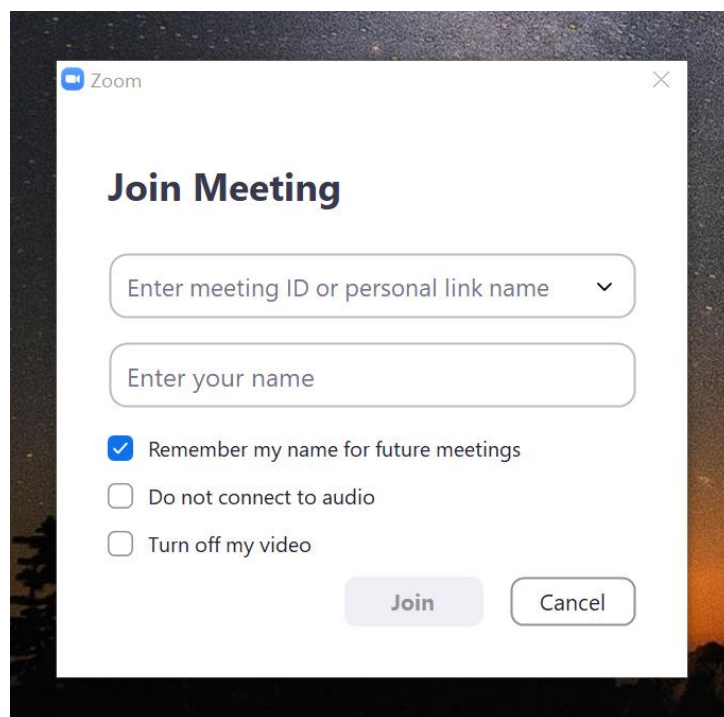
- 4) Launch Zoom on your computer. To do this, head to your desktop. Click on the magnifying glass icon located in the bottom left-hand corner of your screen and beside this type the word 'Zoom'. At the top of the box that appears, under the words 'Best match', you'll see a video icon with the words 'Start Zoom App' next to it. Click on this icon.



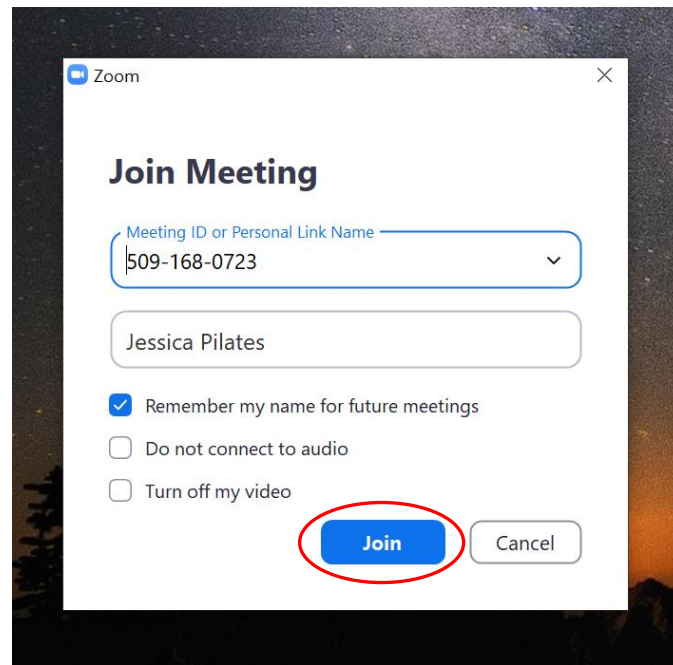
- 5) The following box will appear in the middle of your screen. Click on the 'Join a Meeting' button.



- 6) The following 'Join Meeting' box will appear in the middle of your screen.



- 7) In the first box, underneath the 'Join Meeting' title, enter the 'Meeting ID' that you took note of from the Zoom invite email sent to you by your instructor – in this example, 509-168-0723. In the box below this, write your full name so that your instructor can easily identify you onscreen during your session. Please also ensure that the 'Do not connect to audio' and 'Turn off my video' options are **NOT** ticked. Once you've filled in your details, click on the 'Join' button.



Zoom

Join Meeting

Meeting ID or Personal Link Name

509-168-0723

Jessica Pilates

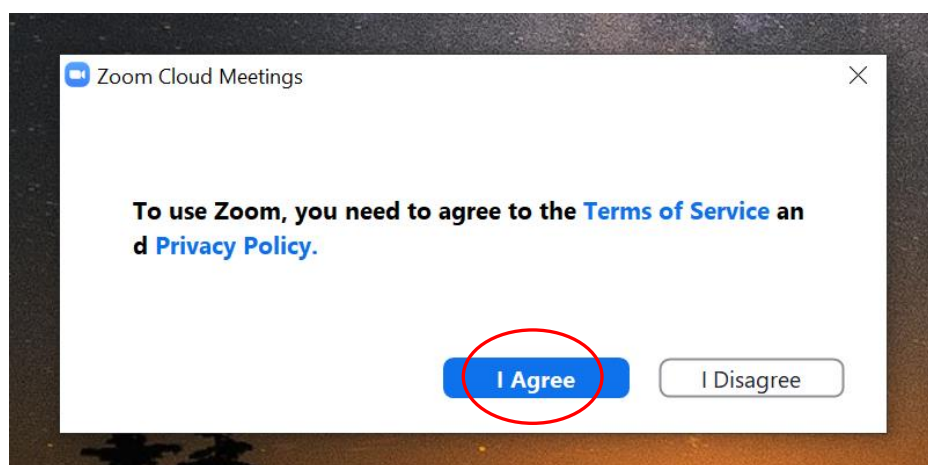
☒ Remember my name for future meetings

☐ Do not connect to audio

☐ Turn off my video

Join Cancel

- 8) After selecting 'Join' you'll be asked to accept the terms and conditions. Click on the 'I Agree' button.

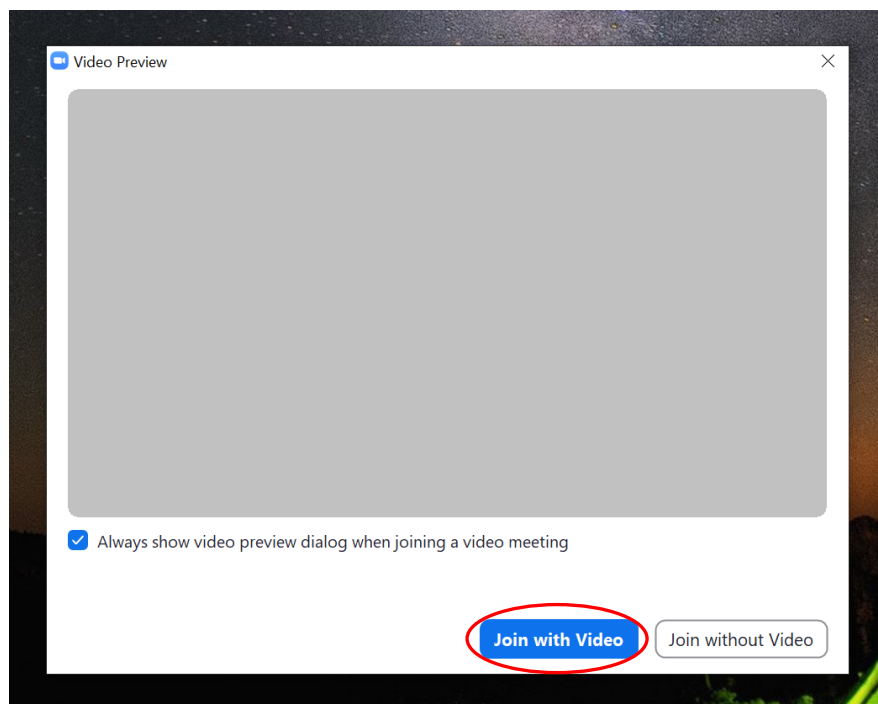


Zoom Cloud Meetings

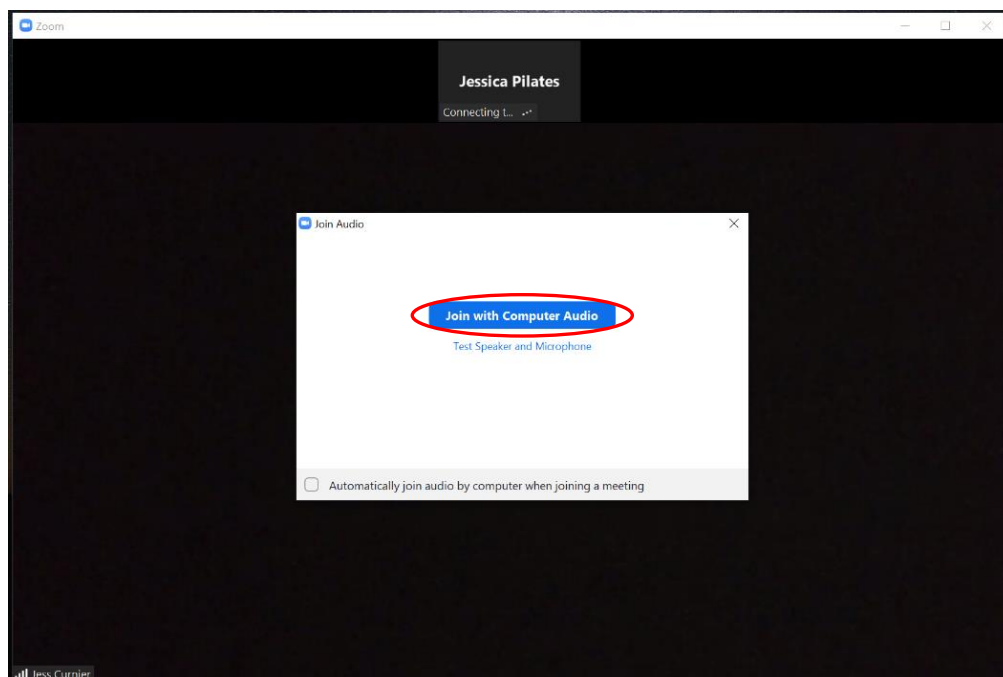
To use Zoom, you need to agree to the [Terms of Service](#) and [Privacy Policy](#).

I Agree I Disagree

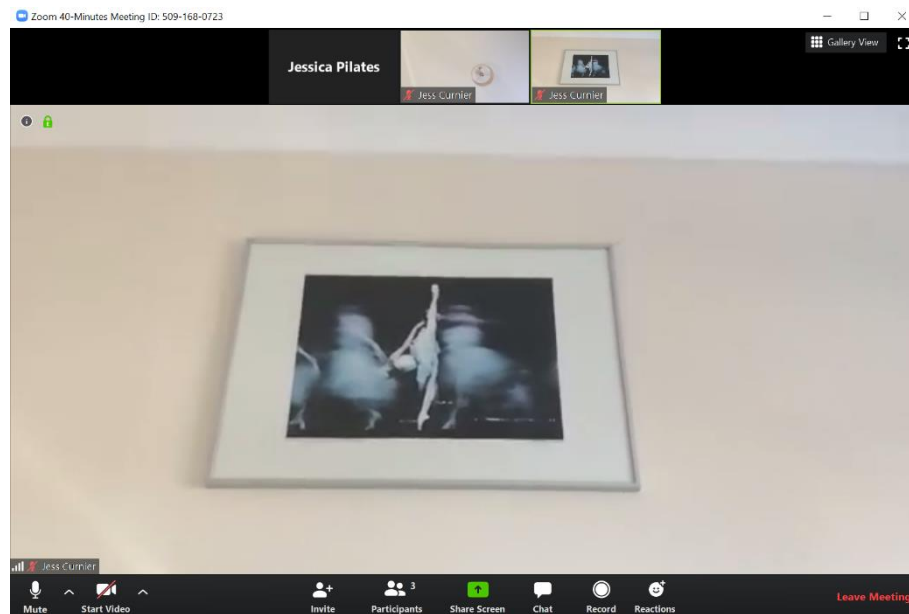
9) The following screen will appear. Click on the 'Join with Video' button.



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



- 11) 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.