



Use Zoom Video Conference Software

Codrut Neagu. (2020). Six Ways to Join a Zoom Meeting. Retrieved from Digital Citizen Website: <https://www.digitalcitizen.life/join-zoom-meeting/>.

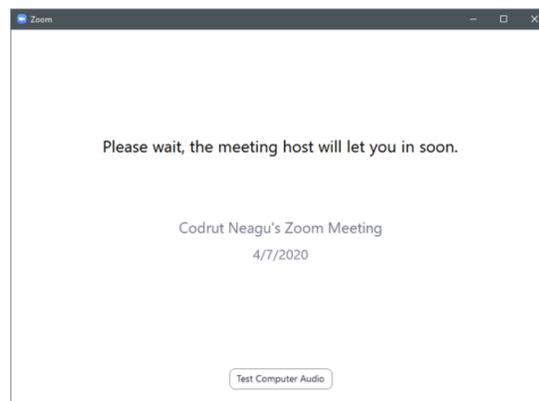
Mr. Neagu has an excellent article about using Zoom software. In sum, he says: "To join a Zoom meeting, you must know its ID and password, which you can get from the person that hosts it. The host of a Zoom meeting can send you the ID and password via numerous means, including but not limited to email, chat, messages [even through voicemail], or direct Zoom invitation. So, regardless of how the host sends you the invitation, you should either have a link or a Zoom Meeting ID and Password."

At the minimum, if you're using a desktop computer, it needs to have speakers so you can hear the meeting. If you like, you may connect a web camera with a microphone to your desktop. Laptops, tablets, and smartphones have them already integrated, and Zoom gives you a choice to use "computer audio and video" and it also allows you to mute your microphone.

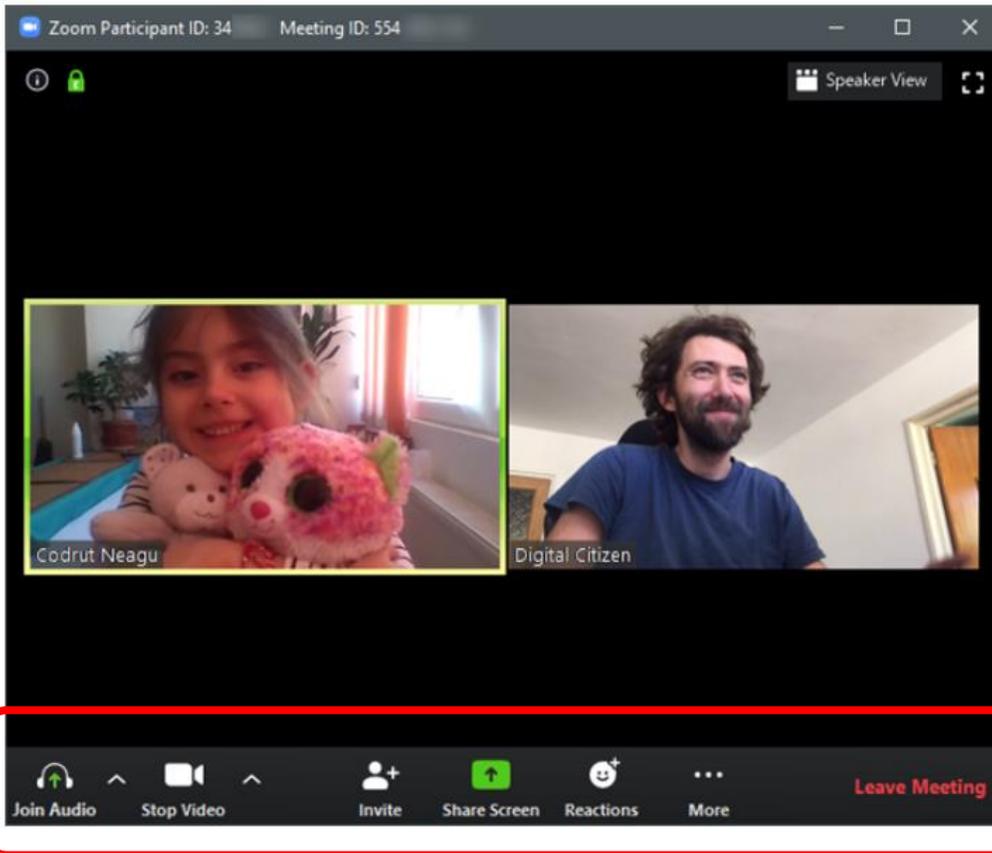
You may use your telephone to join Zoom, too. Just make sure you have the proper phone number to dial at the meeting start time. You'll be prompted to put in the Zoom meeting ID (all numbers) and the unique passcode to that meeting. Once you do this, you'll be in the meeting!

If you want to join a meeting through the invitation you got via email, just open the email and tap/click the link. You'll be asked to join with or without computer audio/video. From Mr. Neagu's article, once you click the Zoom link in your email, the meeting host is notified that you're "waiting to join" and the host can allow you into the meeting.

Until he or she confirms that you are allowed to attend the meeting, Zoom asks you to "Please wait, the meeting host will let you in soon."

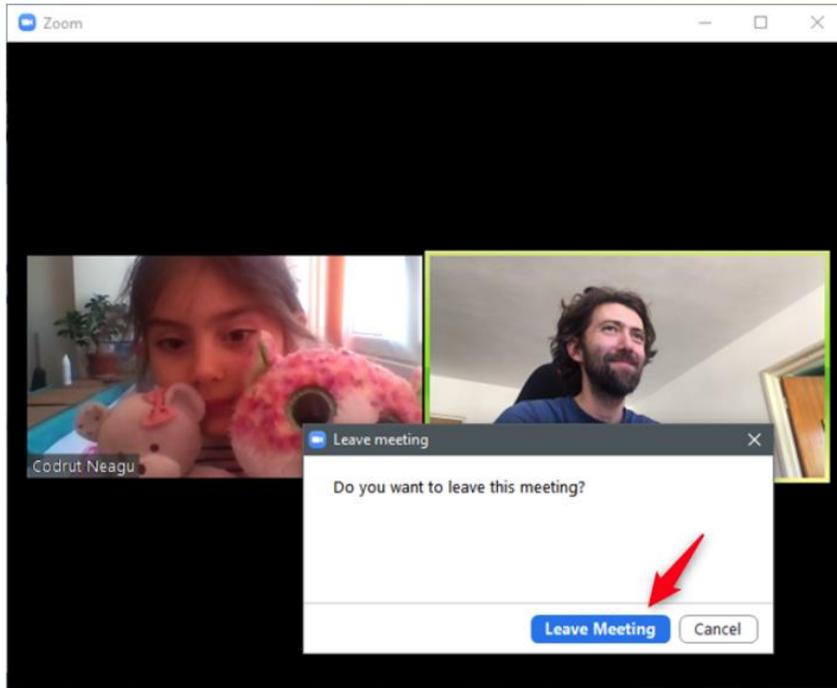


Waiting for the Zoom meeting host to approve you to join in



Zoom meeting controls are at the bottom of the screen

When the host confirms that you can join the Zoom meeting, you are in, and you can see and talk to the other participants.



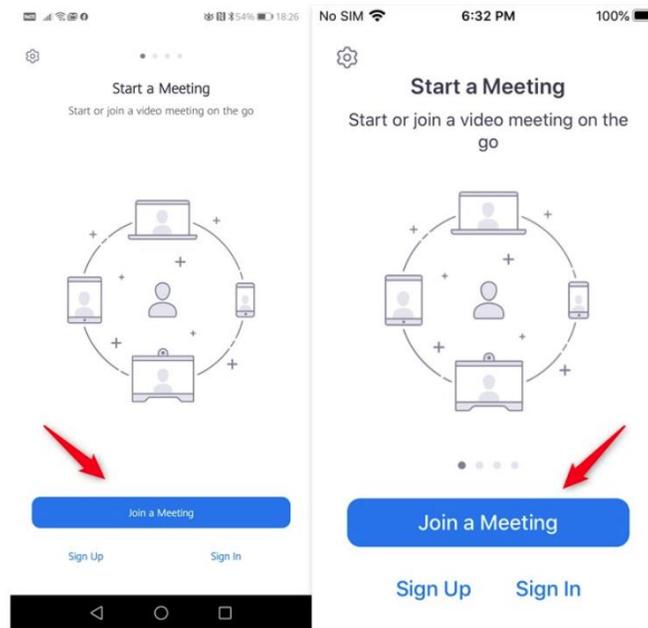
Leaving a Zoom meeting

If you want to leave the meeting, click or tap on the "Leave Meeting" button from the bottom-right corner of the Zoom app, and choose to "Leave meeting" when it asks you to confirm your choice.

These instructions come directly from the cited reference at the top of the page:
How to join a Zoom Meeting from an Android device or an iPhone/iPad:

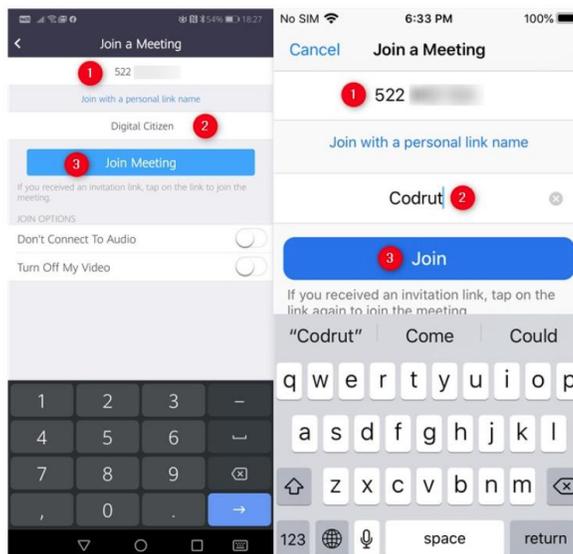
“The steps required to join a Zoom meeting are identical in Android and iOS. In this section, we include screenshots taken on an Android smartphone, as well as on an iPhone. Each image contains the **Android screenshot on the left and its corresponding screenshot from the iPhone on the right.**”

On your Android mobile device or your iPhone/iPad, open the Zoom app. Then, tap on "Join a Meeting" if you don't want to sign into your Zoom account. If you want to sign in, do so, and then tap on tap on Join.”



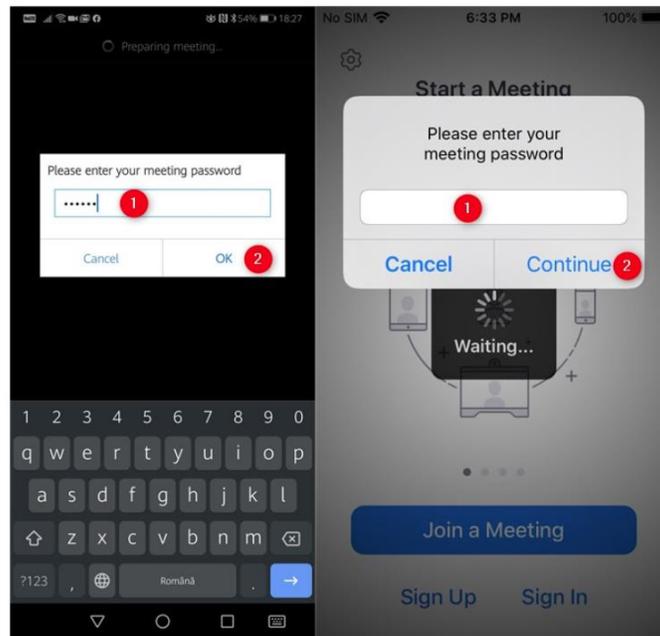
Join a Meeting in Zoom for Android and iPhone

Type the meeting ID and enter the name that you want to use for this meeting. Then tap Join Meeting if you're using an Android device, or Join if you're on an iPhone/iPad.



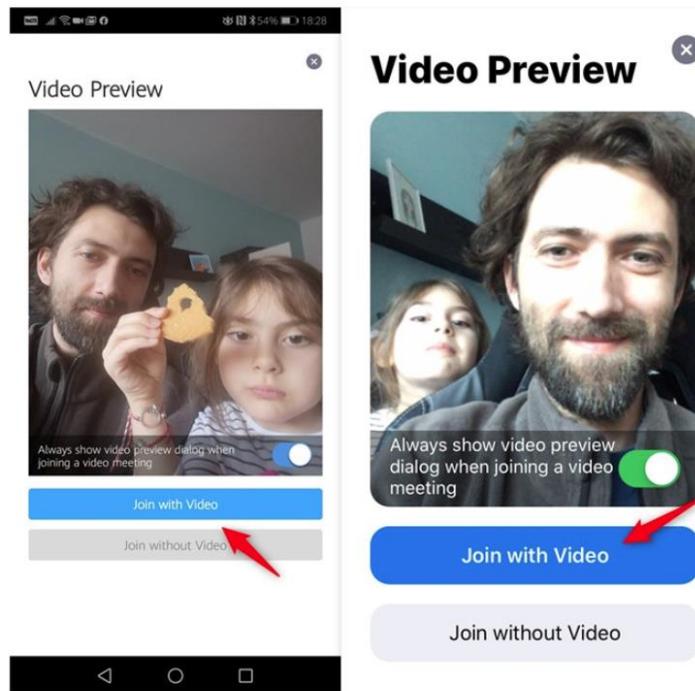
Entering the Zoom meeting ID and choosing a name for yourself

Enter the password of the Zoom meeting and press OK (on Android) or Continue (on iPhone/iPad).



Typing in the password of the Zoom meeting

Choose whether you want to enable the audio and video for the meeting, and then tap on Join Meeting.



Choosing to join the Zoom meeting with or without video

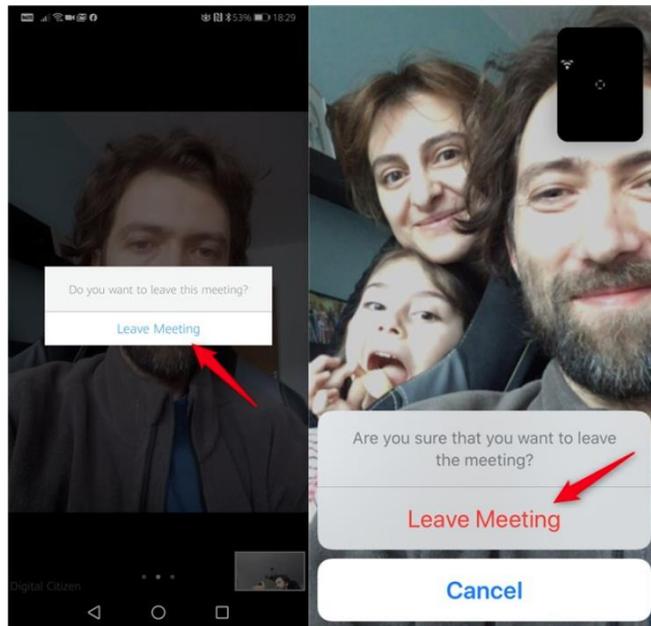
Wait for the meeting host to allow you to join.

When he or she confirms that you can join the meeting, the Zoom app lets you in, and you can now see and talk to the other participants.



A Zoom meeting on an Android smartphone and an iPhone

To leave the meeting, tap the screen to show Zoom's interface, tap the Leave meeting button, and confirm that you want out.



Leaving a Zoom meeting from an Android smartphone and an iPhone

Good luck!

Funding for computer training is provided by the Nioga Library System

