


Joining a Zoom Meeting

There are two options for joining a Zoom meeting:

1. Joining from a computer, smartphone or tablet >Audio & Video<
2. Joining from a phone >Audio Only<

Option 1 (Joining from a computer, smartphone or tablet)

1. What do you use to access the internet?

- a. Google Chrome 
- b. Safari 
- c. Firefox 
- d. iPhone or iPad
- e. Android Device (All other non-Apple tablets or cell phones)

A. If joining from Google Chrome:

1. If this is your first time joining a Zoom meeting, you will be asked to open the Zoom client to join the meeting.
2. You can check “Always open these types of links in the associated app” to skip this step in the future.
3. Click “Open Zoom Meetings” (PC) or “Open zoom.us” (Mac).

B. If joining from Safari:

1. When asked if you want to open zoom.us, click “Allow.”

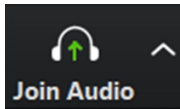
C. If joining from Firefox:

1. If this is your first time joining from Firefox, you may be asked to open Zoom or the Zoom installer package.

2. To skip this step in the future, check “Remember my choice for zoommtg links.”
3. Click “Open Link.”

****If your computer does not have a microphone, webcam, or speakers – Please follow the instructions below so that you will be able to listen and talk to the other participants****

1a. After joining the Zoom meeting on your browser, you will be prompted to join the audio automatically. If this prompt does not appear or you close out of it, click “Join Audio” in the meeting controls.



2a. Click “Phone Call” and follow the instructions for dialing in:

- Select the country you’re calling from in the drop-down menu.
- Call one of the numbers provided.
- Enter your Meeting ID number followed by #.
- Enter your participant ID followed by #

If you have connected to computer audio but would like to switch to phone (your speakers are not working, you are having feedback issues, etc.):

1b. Click the arrow next to Mute/Unmute.



2b. Click “Leave Computer Audio.”

3b. Click “Phone Call” and follow the prompts to dial in.

D. If joining from an iPhone or iPad:

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. Tap “Join a Meeting.” You do not need to sign in or have an account to join a meeting.
3. Enter the Meeting ID number and your display name.
4. Select if you would like to connect audio and/or video and select “Join.”

E. If joining from an Android device:

1. Open the Zoom mobile app. If you have not downloaded the Zoom mobile app yet, you can download it from the Google Play Store.
2. Tap “Join a Meeting.” You do not need to sign in or have an account to join a meeting.
3. Enter the Meeting ID number and your display name.
4. Select if you would like to connect audio and/or video and tap “Join Meeting.”

Option 2 (Joining from a telephone)

1. Dial one of the following Zoom phone numbers listed on the invitation.

Example:

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago) <<<<<<<<<< We are closest to Chicago, so you would use this one.

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

2. You will be prompted to enter the Meeting ID provided to you by the host in your invitation.
3. If the meeting has not already started and the “join before host” setting is not enabled, you will be prompted to enter the host key to start the meeting, or to press # to wait if you are a participant.
4. You will be prompted to enter your unique participant ID. This only applies if you have joined on the computer or mobile device or are a panelist in a webinar. Press # to skip.
5. If you join by computer or mobile device later, you can enter the Participant ID to bind your phone and device session together and show your video when you speak on the phone. To enter your participant ID once you are in the meeting, enter # >your participant ID< # on your phone.

The following commands can be entered via DTMF tones using your phone’s dial pad while in a Zoom meeting:

*6 – Toggle mute/unmute

*9 – Raise hand

Notes: