



## USING ZOOM - how to join a meeting

Using [windows/mac](#)

Using [android](#)

Using [ios/apple](#)

Using [web browser](#)

### 1. Notification of the details – via SCC Bulletin

You will receive a bulletin from The Chairman or one of The Committee giving the details of the meeting. The bulletin will be sent as an email link to your normal email address.

You will need to login to your SCC member page on the website to access the details of the bulletin. This is so that we can keep the Zoom login details confidential and available to members (or registered guests) only.

You will need to “click” on the link provided and this will direct you to the Zoom Meeting.

It will look like this:

**Time: Aug 13, 2020 08:30 PM**

Join Zoom Meeting

<https://us02web.zoom.us/j/88355418147?pwd=VU0zTGhNc2FMdlhQZXhWQ09LRTZlQT09>

Meeting ID: 883 5541 8147

Passcode: 322197

Once you have set up Zoom on your preferred device you can otherwise join simply by using the meeting ID and the meeting password. These codes are unique for each individual meeting, so just be careful you are using the correct codes or you won't find a meeting in progress!

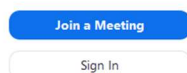
## 2. How to join



1. Open the Zoom desktop client (This will be downloaded to your computer the first time that you click on a Zoom meeting link)
2. Join a meeting using one of these methods:

- a) Click **Join a Meeting** if you want to join without signing in.

zoom



- b) Sign in to Zoom then click **Join**.

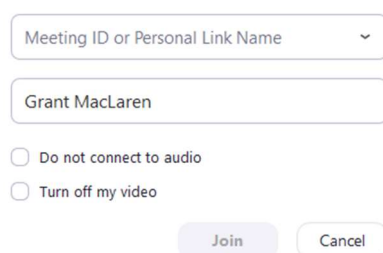


Join

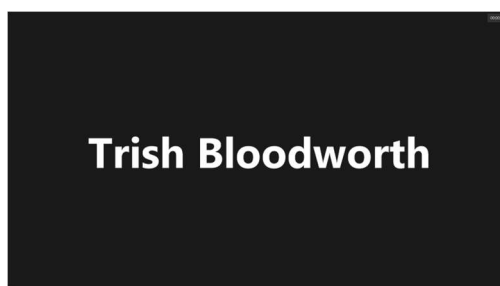
3. Enter the meeting ID number and your display name.

- a) If you're signed in, you can change your name if you don't want your default name to appear – for example if the Zoom account is in the name of your partner and you want to enter the meeting as yourself!
- b) If you're not signed in, enter a display name – please use your known name at Stroud CC as we will not let you enter the meeting unless you are recognised.

### Join a Meeting

The image shows the 'Join a Meeting' form in the Zoom desktop client. It includes a dropdown menu for 'Meeting ID or Personal Link Name', a text input field for the display name (currently showing 'Grant MacLaren'), two checkboxes for 'Do not connect to audio' and 'Turn off my video', and 'Join' and 'Cancel' buttons at the bottom.

4. Select if you would like to connect audio and/or video and click **Join**. You will generally want to leave these boxes unticked as you will want to join with audio and video. However, if you do not have a webcam or a microphone feel free to tick these boxes as you join. You will then be displayed simply as a blackbox with your name. As below.

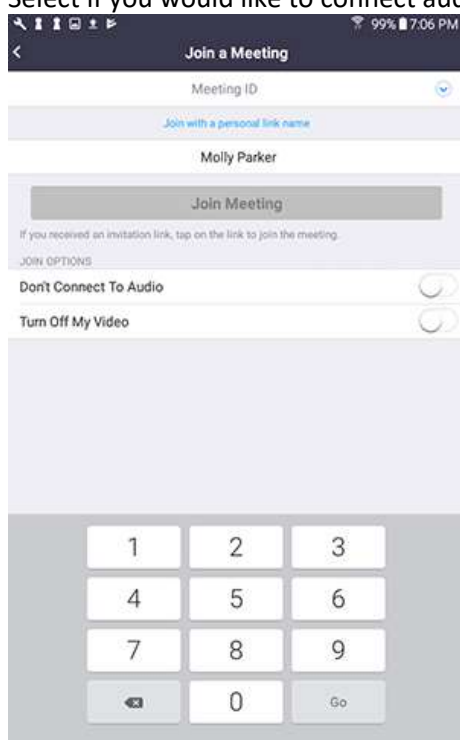


1. Open the Zoom mobile app. If you have not downloaded the Zoom mobile app yet, you can download it from the Google Play Store.
2. Join a meeting using one of these methods:
  - Tap **Join a Meeting** if you want to join without signing in.
  - Sign in to Zoom then tap **Join**.



Join

3. Enter the meeting ID number and your display name.
  - If you're signed in, change your name if you don't want your default name 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**.



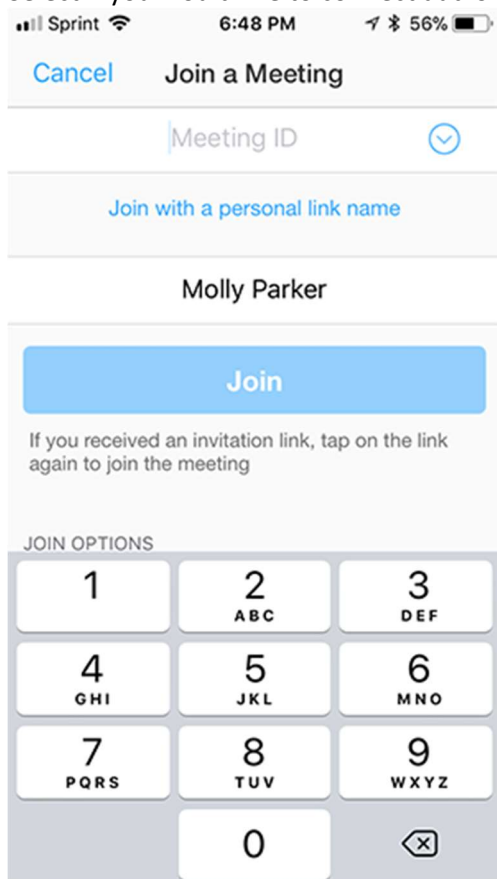
1. Open the Zoom mobile app. If you have not downloaded the Zoom mobile app yet, you can download it from the App Store.
2. Join a meeting using one of these methods:

- Tap **Join a Meeting** if you want to join without signing in.
- Sign in to Zoom then tap **Join**.



Join

3. Enter the meeting ID number and your display name.
  - If you're signed in, change your name if you don't want your default name 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**.



Sprint 6:48 PM 56%

Cancel Join a Meeting

Meeting ID

Join with a personal link name

Molly Parker

Join

If you received an invitation link, tap on the link again to join the meeting

JOIN OPTIONS

1	2 ABC	3 DEF
4 GHI	5 JKL	6 MNO
7 PQRS	8 TUV	9 WXYZ
0		<X

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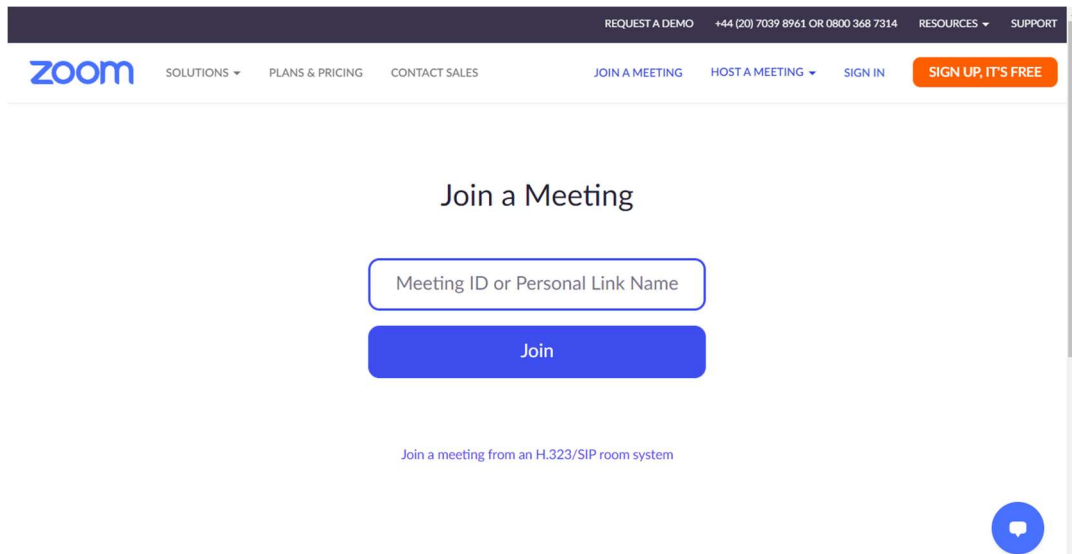
## USE A WEB BROWSER

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If these options do not work, you can always join within any web browser. Just type in <https://zoom.us/join>

In the window (as below) enter the Meeting ID and then click Join.

You can then follow the very simple instructions provided



The screenshot shows the Zoom website's 'Join a Meeting' page. At the top is a dark navigation bar with links for 'REQUEST A DEMO', a phone number '+44 (20) 7039 8961 OR 0800 368 7314', 'RESOURCES', and 'SUPPORT'. Below this is a lighter navigation bar with the Zoom logo, 'SOLUTIONS', 'PLANS & PRICING', 'CONTACT SALES', 'JOIN A MEETING', 'HOST A MEETING', 'SIGN IN', and a prominent orange 'SIGN UP, IT'S FREE' button. The main content area is titled 'Join a Meeting' and features a text input field labeled 'Meeting ID or Personal Link Name' and a large blue 'Join' button. Below the button is a link that says 'Join a meeting from an H.323/SIP room system'. A blue speech bubble icon is visible in the bottom right corner of the page.

REMEMBER EVEN IF YOU JOIN YOURSELF WITHOUT A WEBCAM OR A MICROPHONE YOU CAN STILL SEE WHAT IS GOING ON AND AS LONG AS YOU HAVE SOUND ON YOUR DEVICE YOU CAN HEAR EVERYTHING AS WELL.