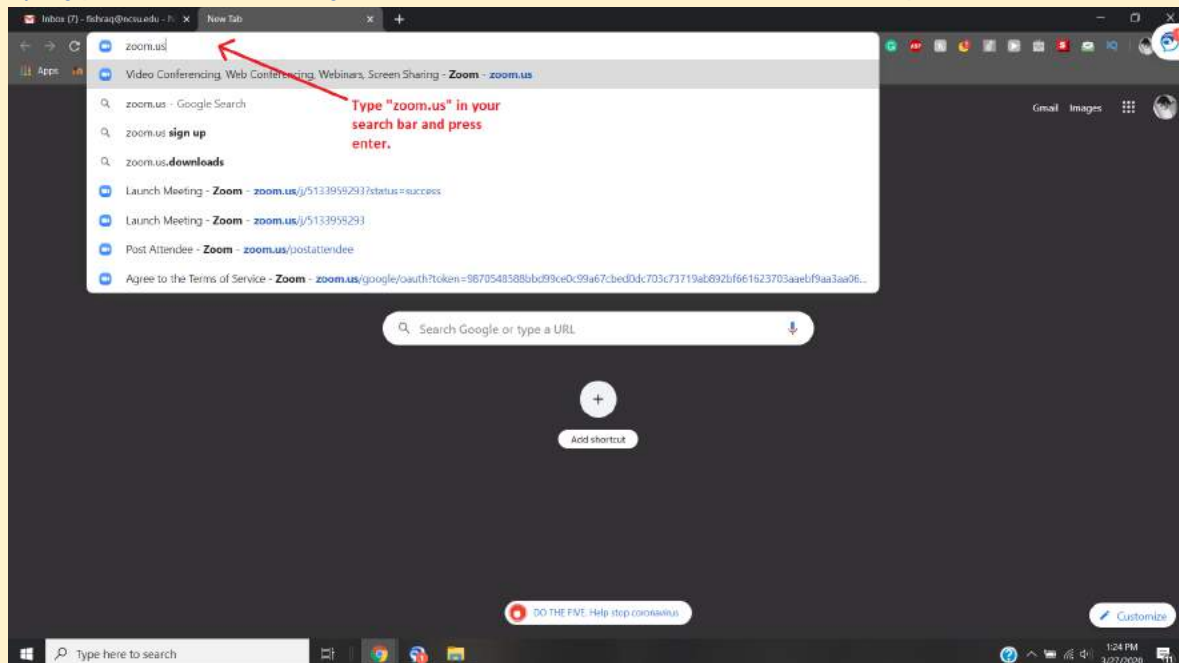


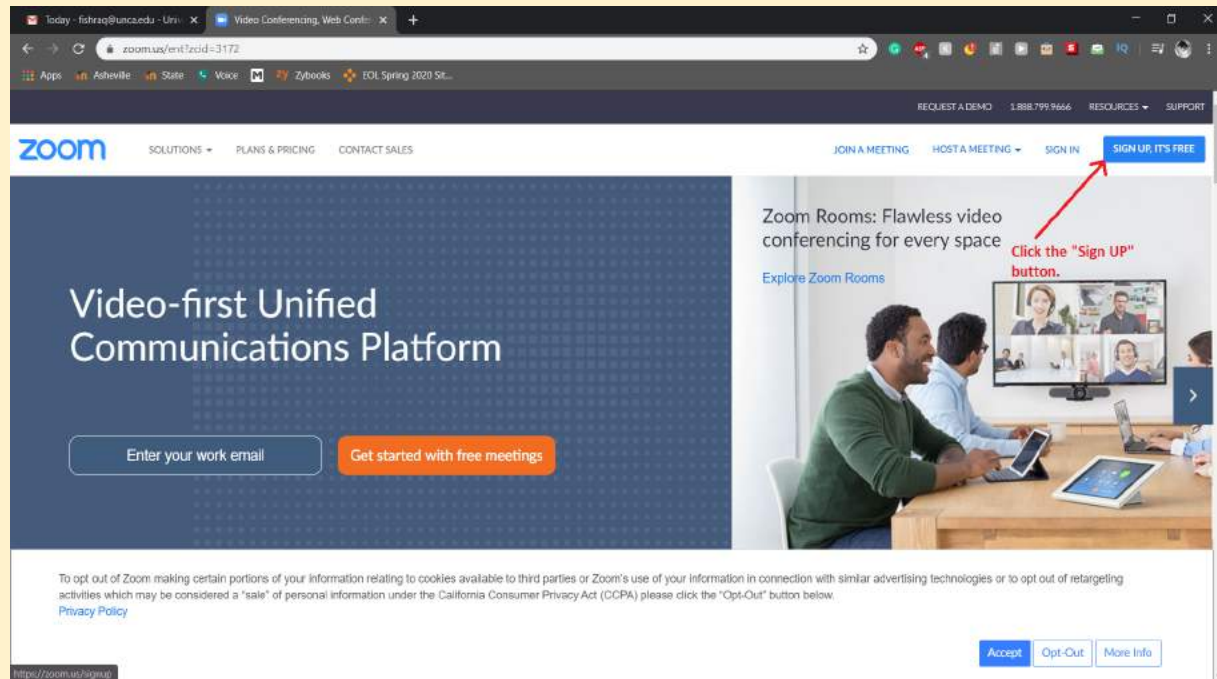
How to get started with Zoom!

This is a guide on how to get started with Zoom meetings. If you already have a zoom account or have the zoom software installed in your account you may be able to skip steps (1 through 5) and (7 through 9).

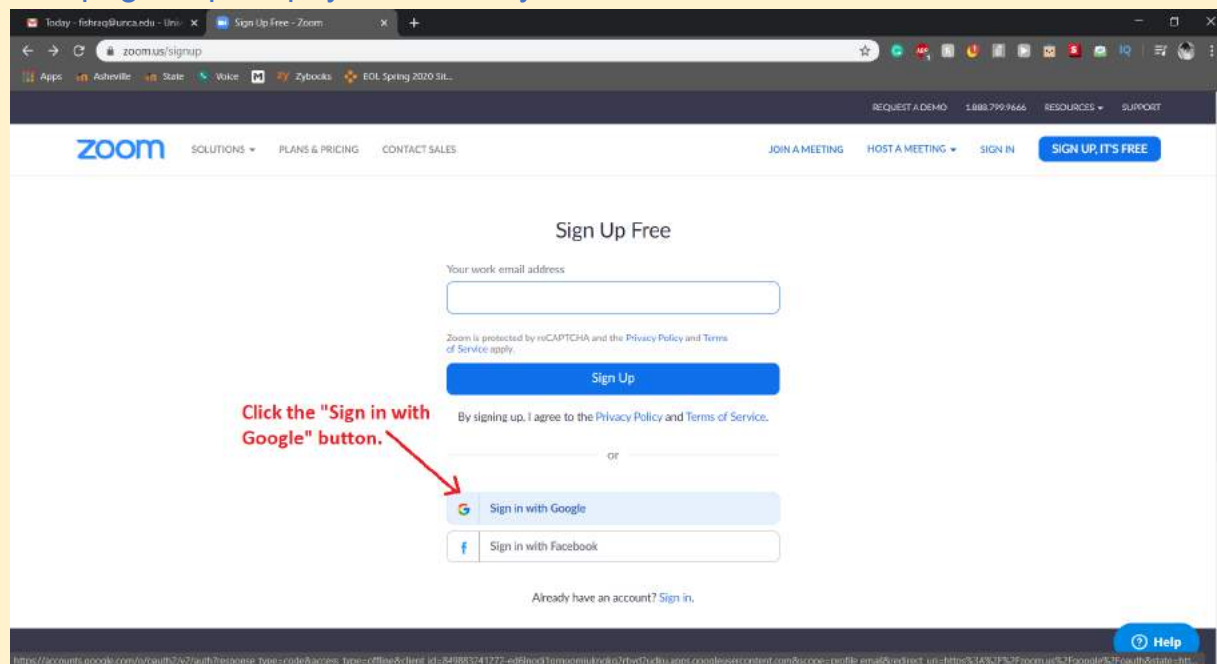
1) Type “zoom.us” in your internet browser search bar and press the enter key.



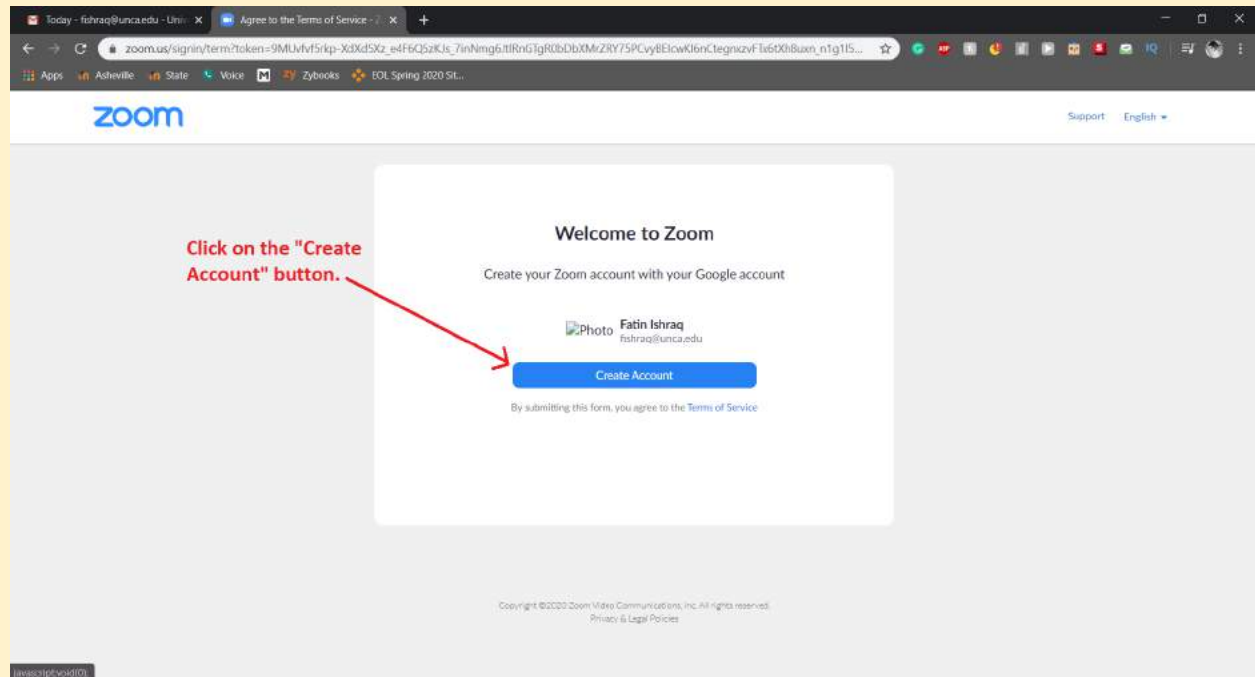
2) You will be brought to the Zoom website. Next you click on the blue “Join or SIGN UP, IT’S FREE” button.



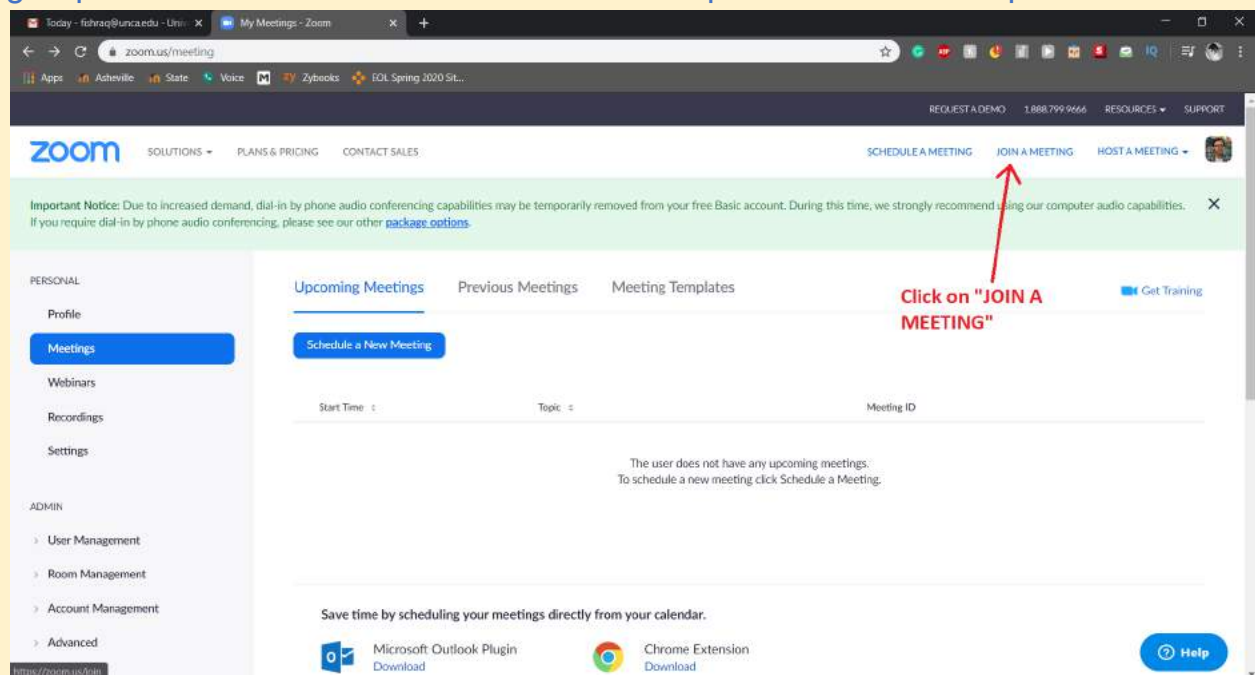
3) Next, you will be taken to yet another screen that looks like the picture below. Click on the “Sign in with Google” button. This will either directly take you to the next page or prompt you to enter your email credentials.



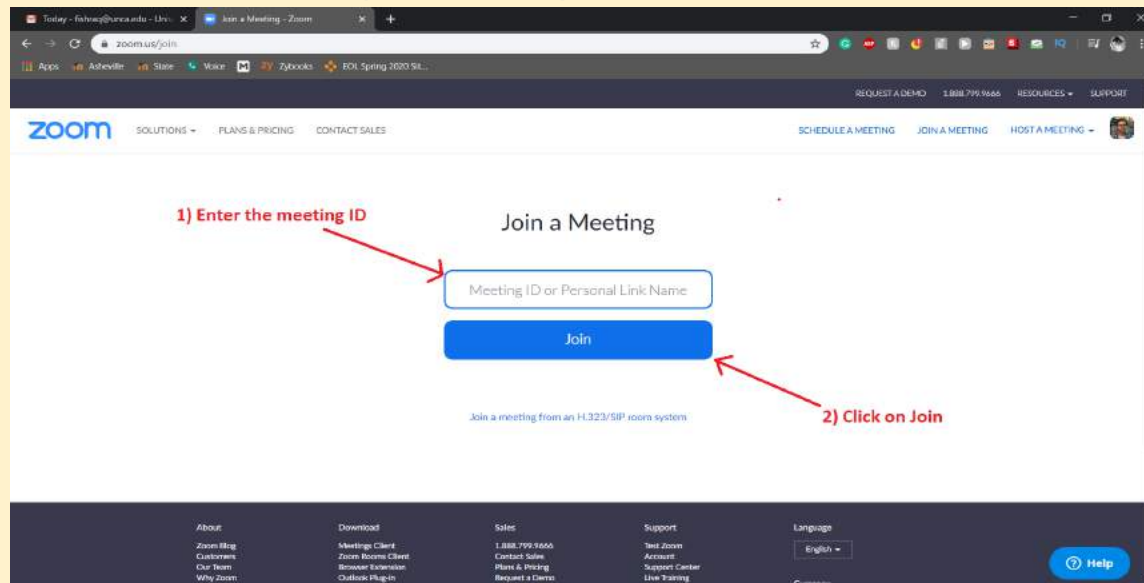
4) Now, you should be on the page resembling the picture below. Click on the “Create Account” button below.



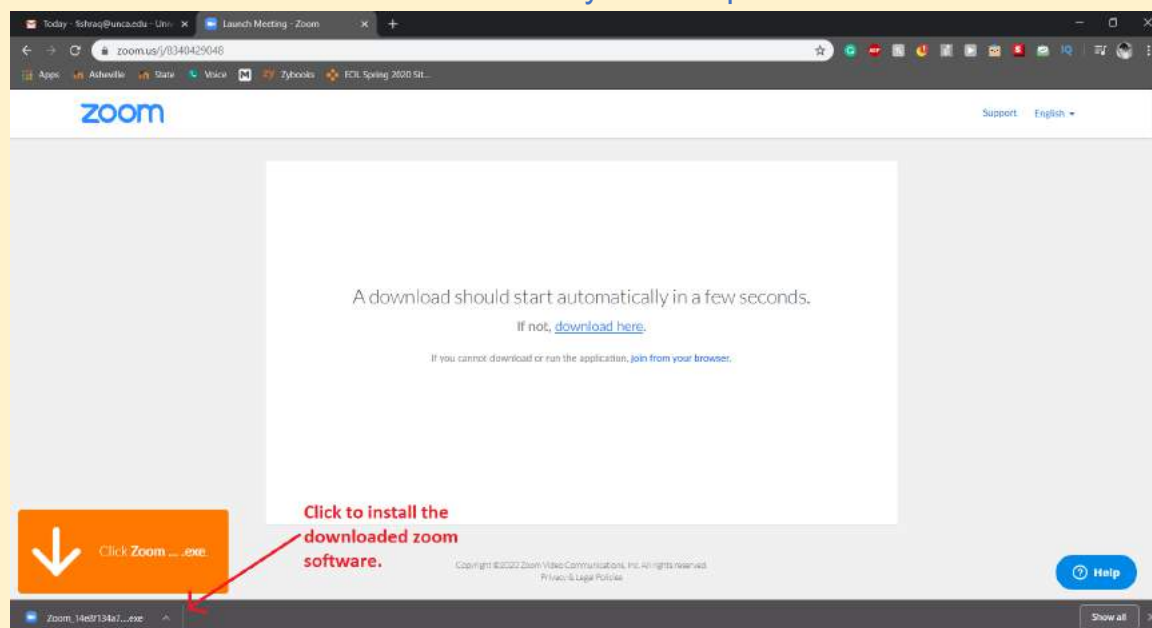
5) Congratulations! your zoom account is now ready for use. You should be on a page that looks like the picture below. To start video conferencing with your group/class click on the “JOIN A MEETING” option shown on the picture below.



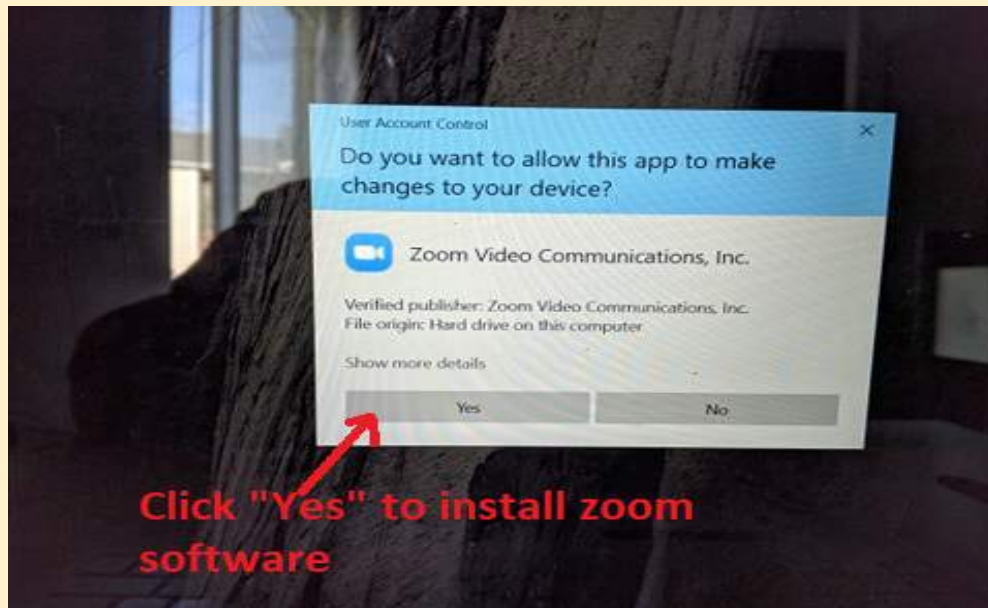
6) Once you click on “JOIN A MEETING” shown in the last step, you will be taken to a new page which will prompt you for a “Meeting ID” or “Personal Link Name”. You will be given a unique meeting ID by your instructor/group coordinator. Type the ID in the textbox depicted in the picture below and click the blue “Join” button.



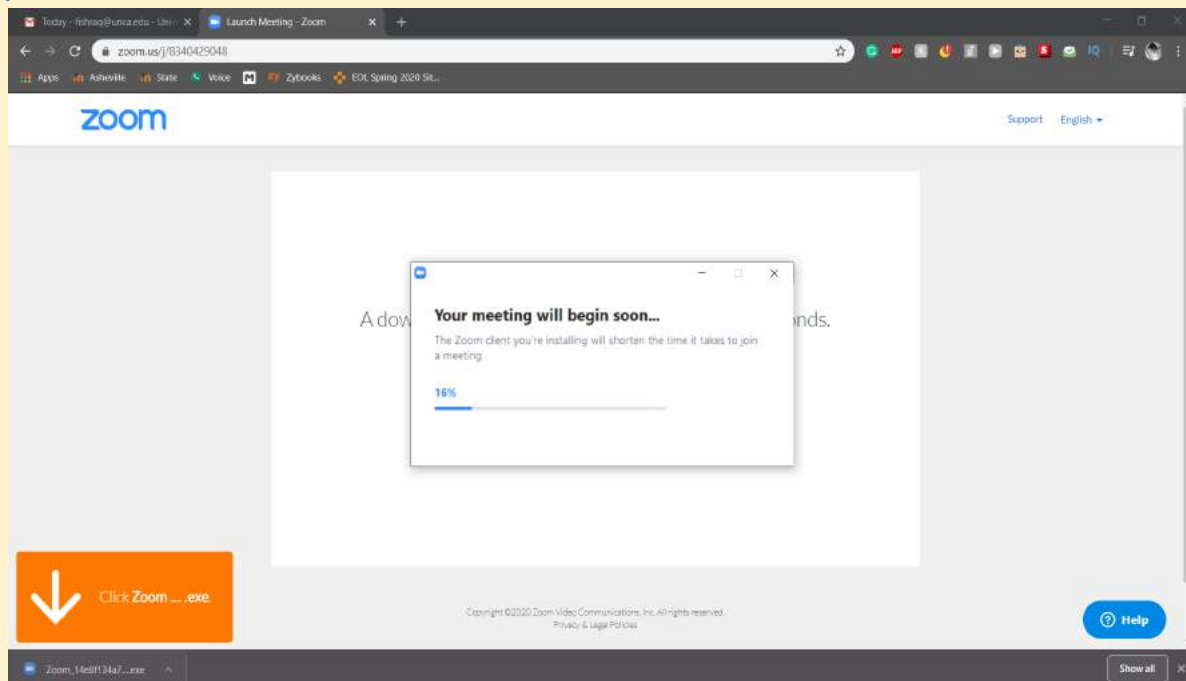
7) After you click the “Join” button shown in the last step, you will be taken to yet another page which will automatically download the zoom software. After the download is finished, you can click on the downloaded file shown in the picture below to install the zoom software on your computer.



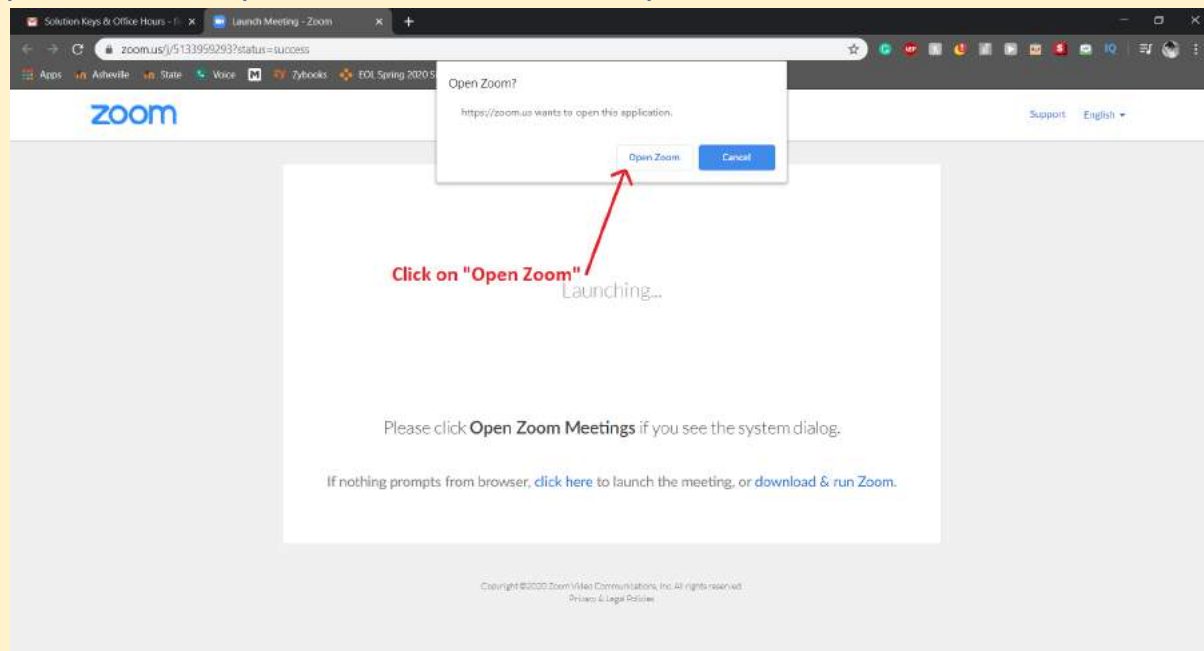
8) After you click on the downloaded software a popup like the one shown in the picture below will come up. Click "Yes" to install the Zoom meeting software on your computer.



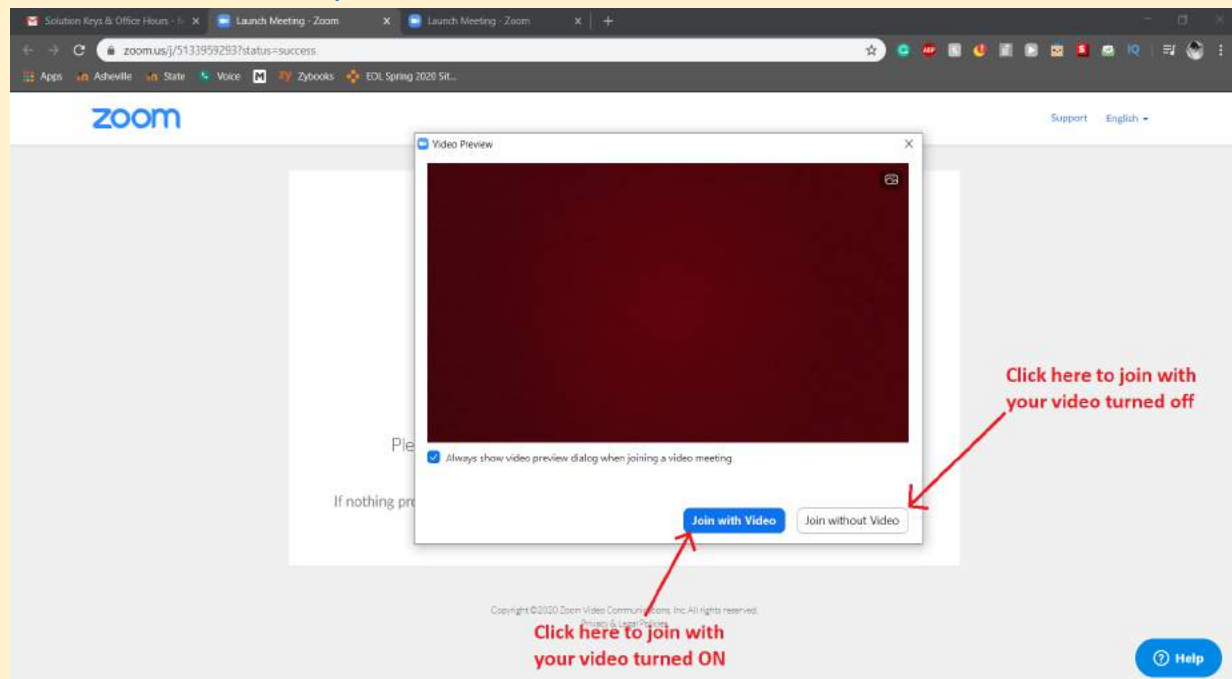
9) Now you should be able to see the software installation progress shown in the picture below.



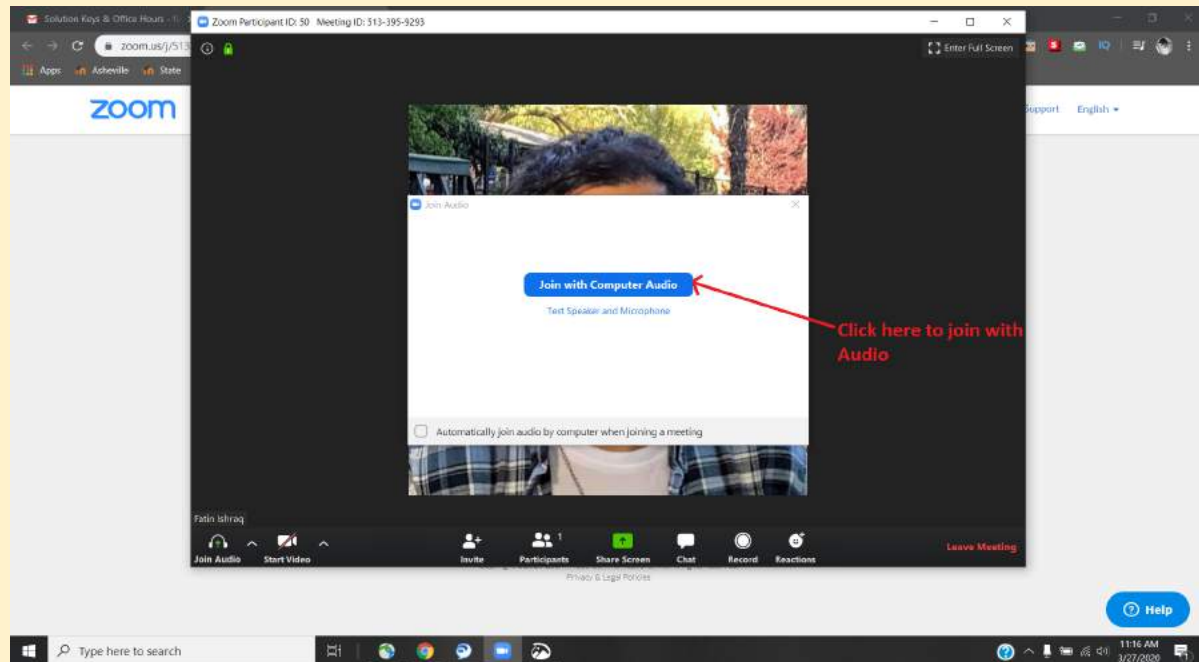
10) Once the progress bar is done, you should get another pop-up asking permission to open Zoom. Click on the “Open Zoom” button shown below.



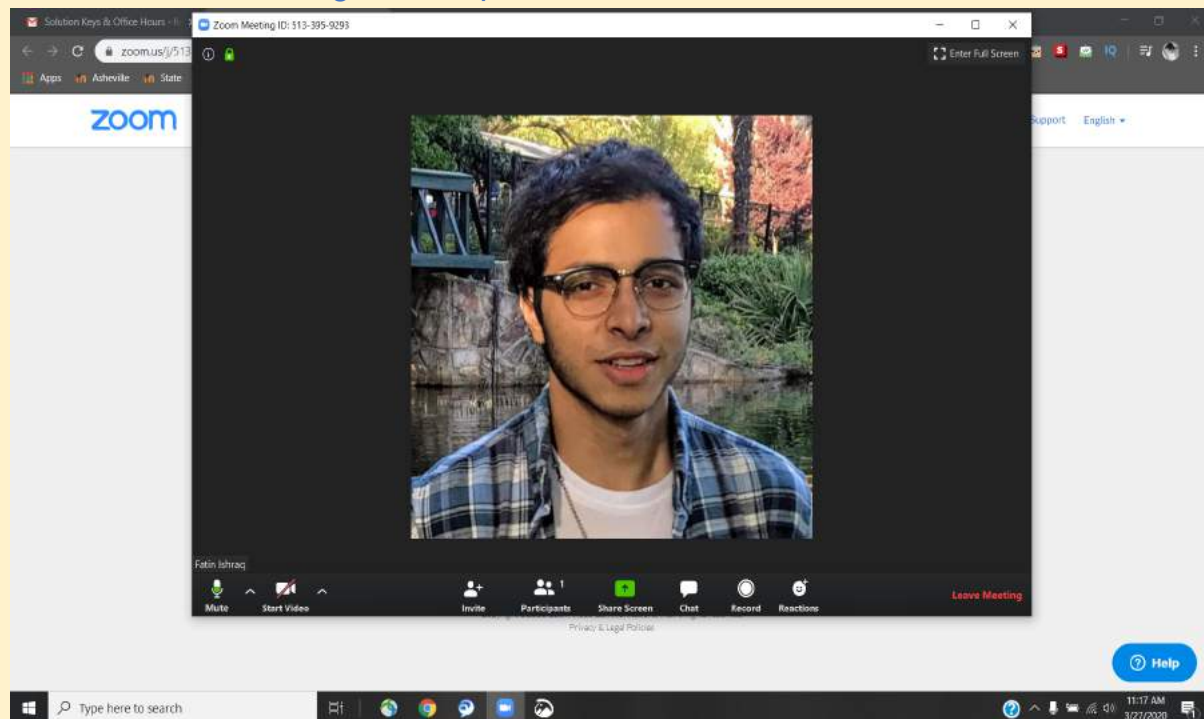
11) Once Zoom is opened. Another popup prompting you to enable or disable your video will come up. If you do not want your video on, you can click on the “Join without video” option, else click the blue “Join with Video” button.



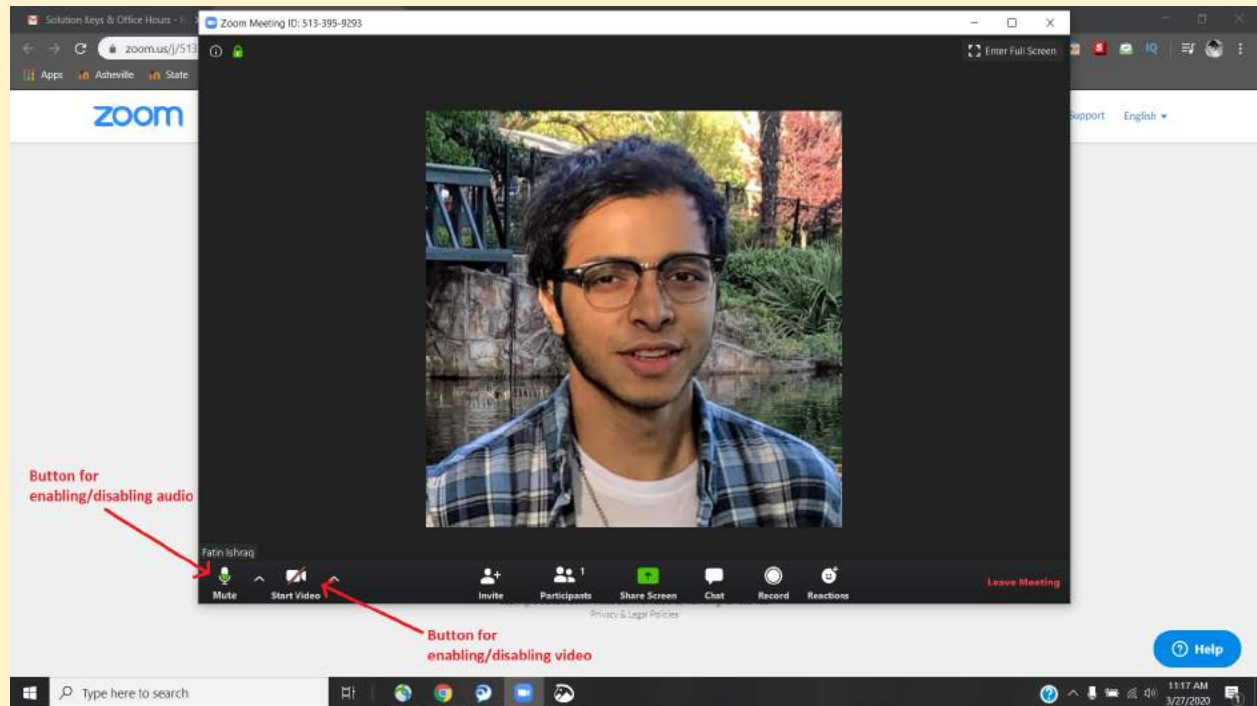
12) Next, you will be asked to enable your audio. Click “Join with Computer Audio”



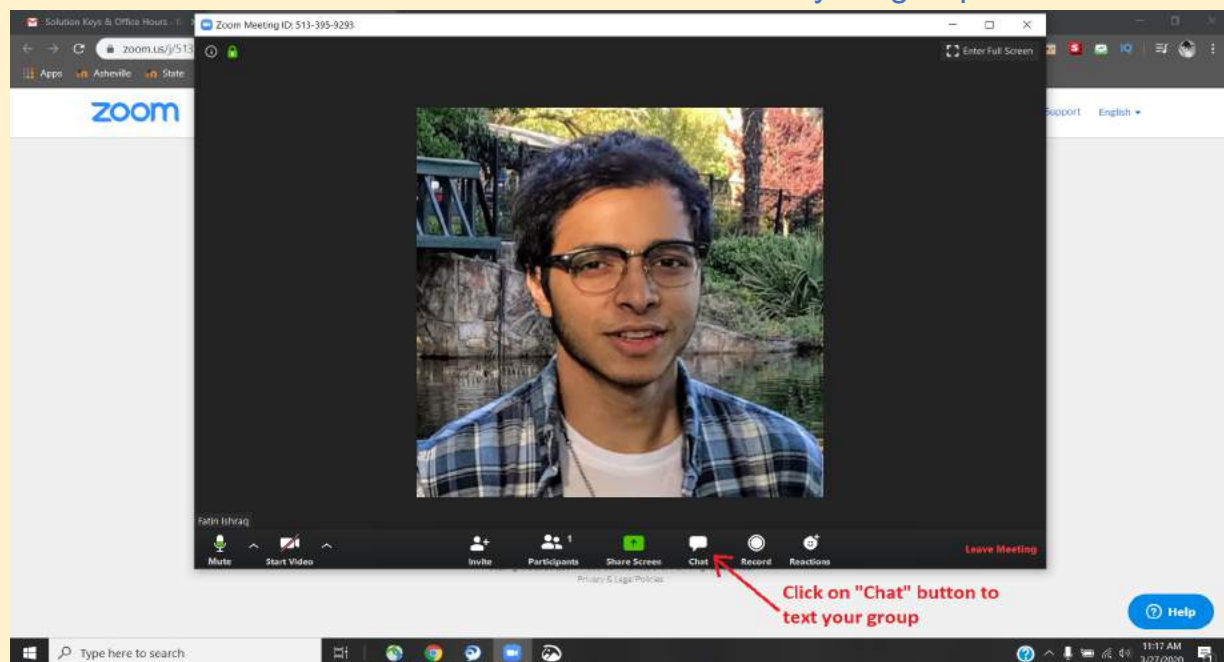
13) Voila! You're finally in your zoom meeting with your group. Your screen should look something like the picture below.



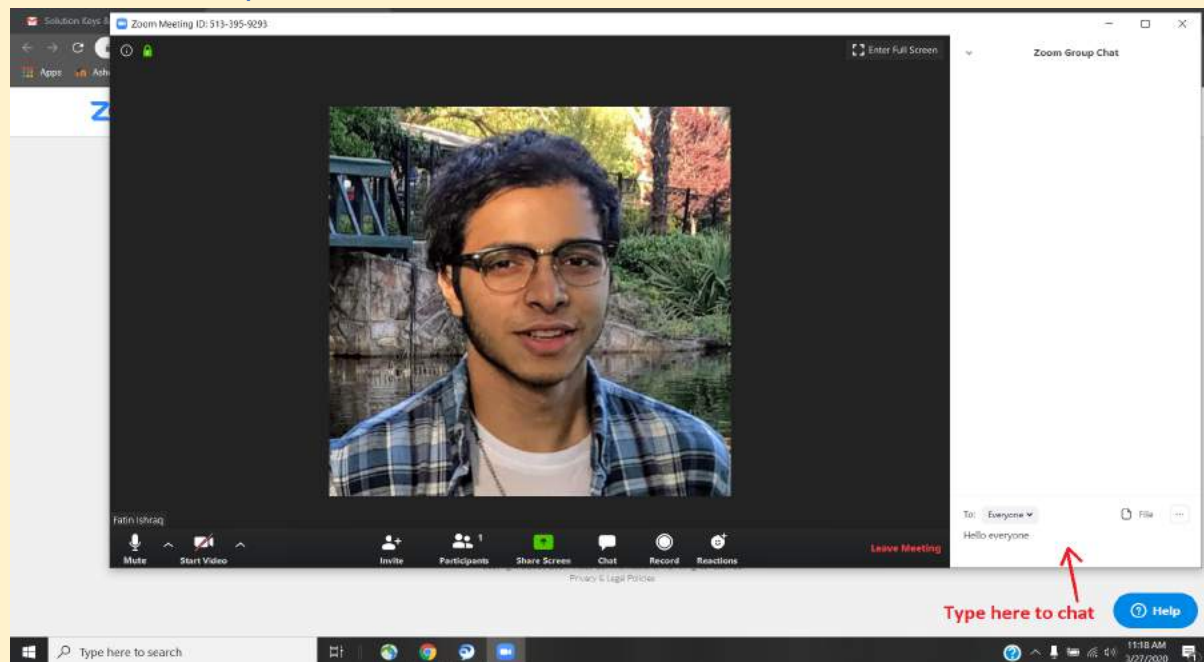
14) If you want to turn your audio/video on or off, you can use the buttons shown in the picture below.



15) If you do not have your audio on, you can communicate with the chat option in Zoom. Click on the “Chat” button to converse with your group via text.



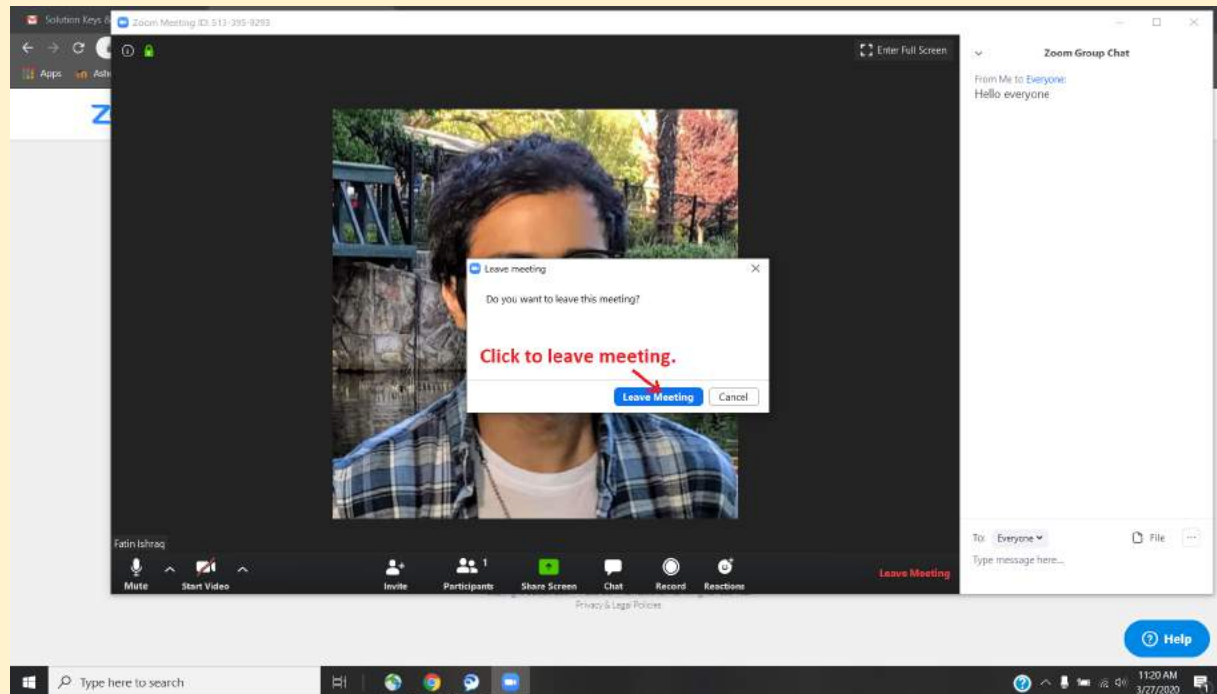
16) Once you click on the “Chat” button a bar will popup on the right side of your screen. You can now greet, ask or answer questions in your zoom meeting. This is shown in the picture below.



17) When you are ready to leave the meeting, you can easily do so by clicking on the “Leave Meeting” button shown in the picture below.



18) A final popup will be displayed on your screen now. Click on the blue “Leave Meeting” button to leave the zoom meeting. See you next time!



Bonus!!

Sometimes your instructor or group leader will share a direct zoom link with you via email or text. Clicking on the link will take you directly to the meeting granted you have an account and the software installed. The link method is a good way to minimize the number of steps taken to join a meeting. A picture of an emailed zoom meeting link is shown below.

