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Zoom Mobile Guide

In this document, you can find instructions about several basic tasks and features. To jump straight to that section, click on the topic.

[Joining a Meeting](#)

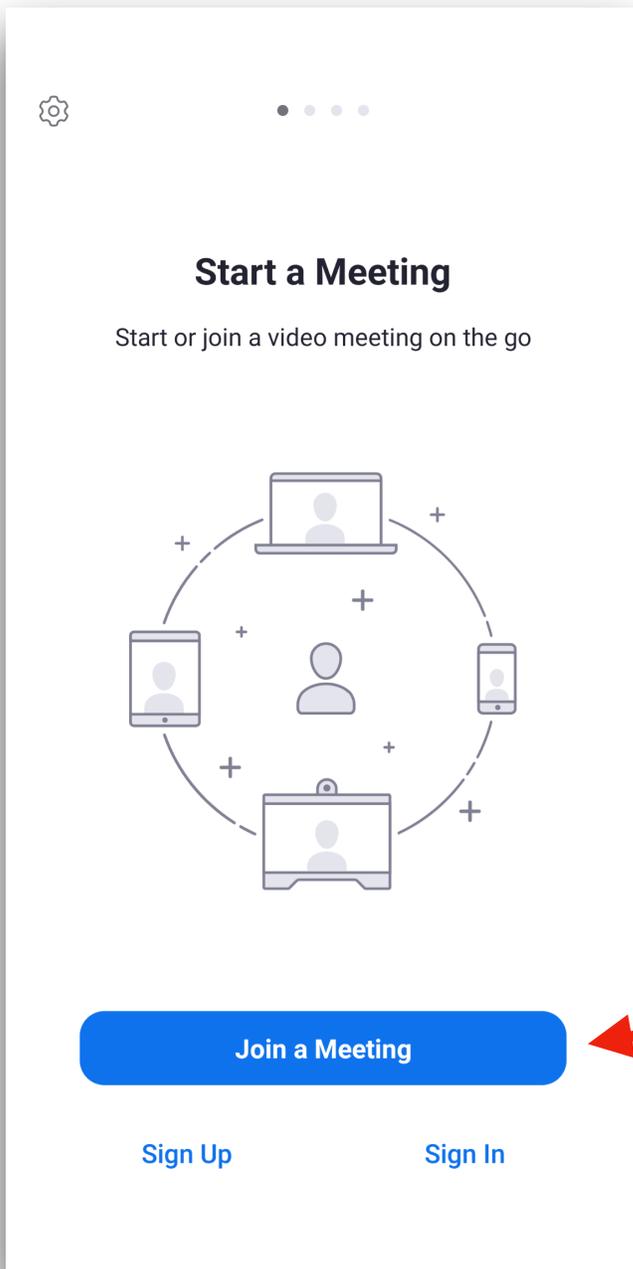
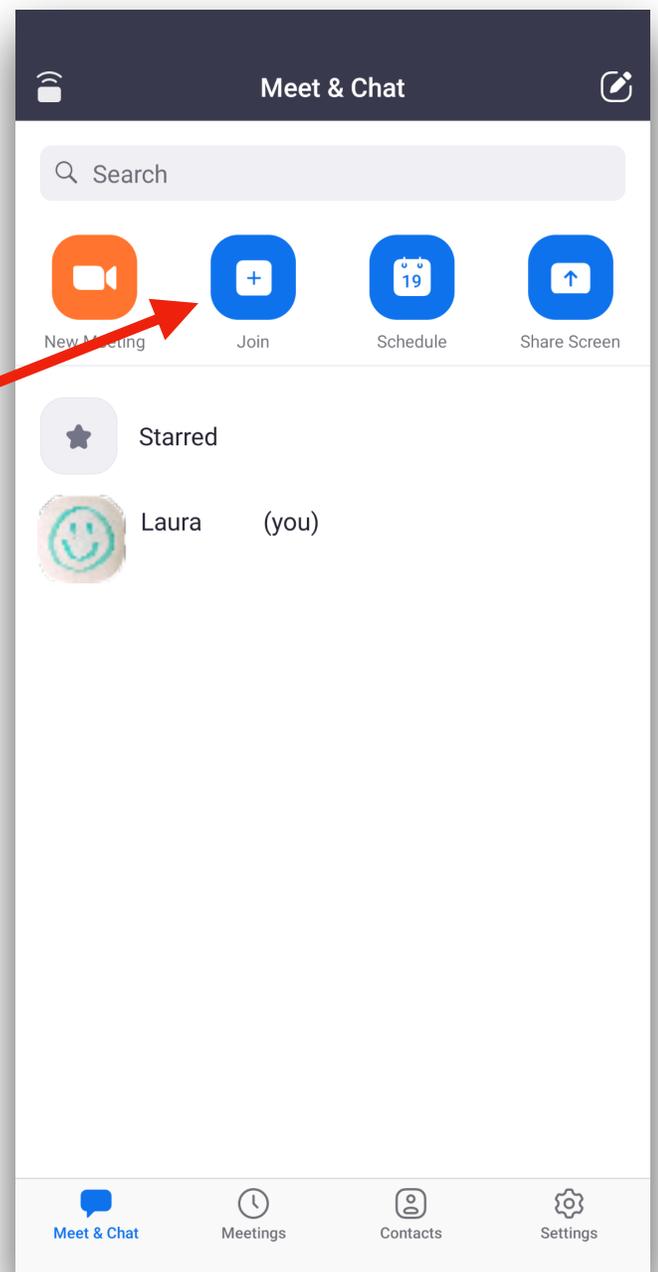
[Muting/Unmuting](#)

[Rename While in a Meeting](#)

[Chat Feature](#)

Joining a Meeting

If you are already logged into the Zoom app, you can join a meeting using this button.



If you are not logged into the app, you can join a meeting with this button.

Enter the Meeting ID in this field. The Meeting ID can be found in your invitation below the title.

You can change your display name on this line. This is how your name will appear to others in the meeting.

If you have previously participated in a meeting, this field may already display the name you most recently used.

Cancel Join a Meeting

Meeting ID

Join with a personal link name

Participant

Join

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

JOIN OPTIONS

Don't Connect To Audio

Turn Off My Video

Start a Meeting

Start or join a video meeting on the go

Sign In to Join

This meeting requires authentication

Cancel Sign In

Join a Meeting

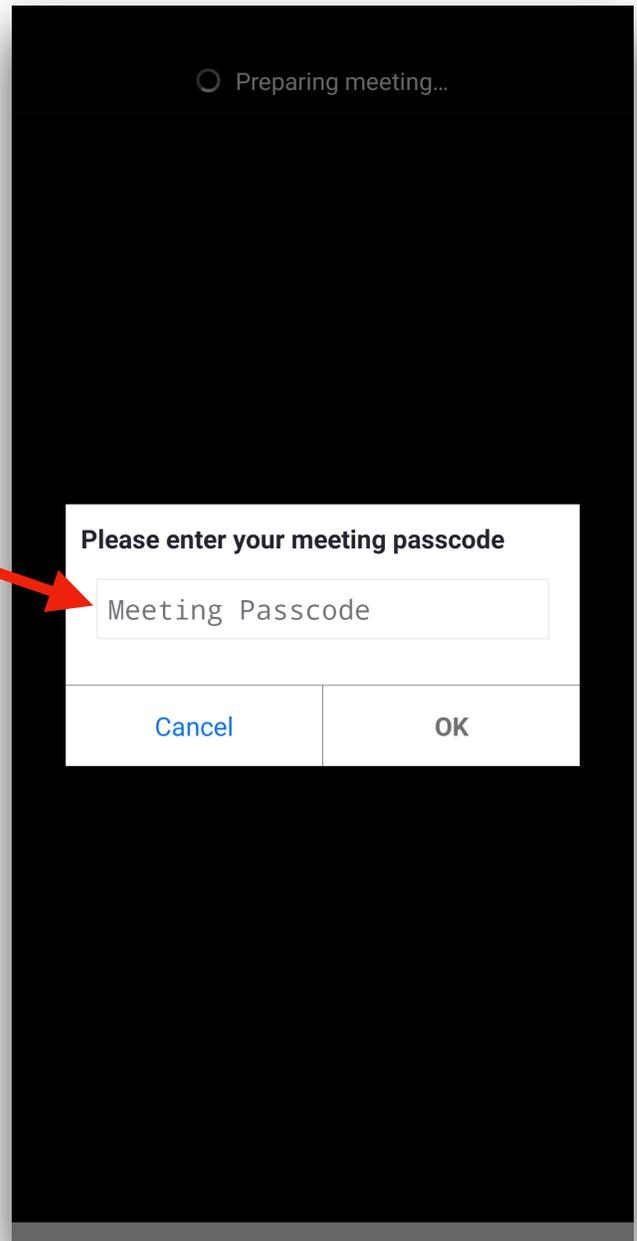
Sign Up Sign In

For extra security, some meetings require that users must be signed in to participate.

If you receive this message after entering the meeting ID, click here to sign in to your account.

If your meeting requires a Passcode, you will see this popup after entering your Meeting ID.

Tap in the text box to type.



Muting and Unmuting

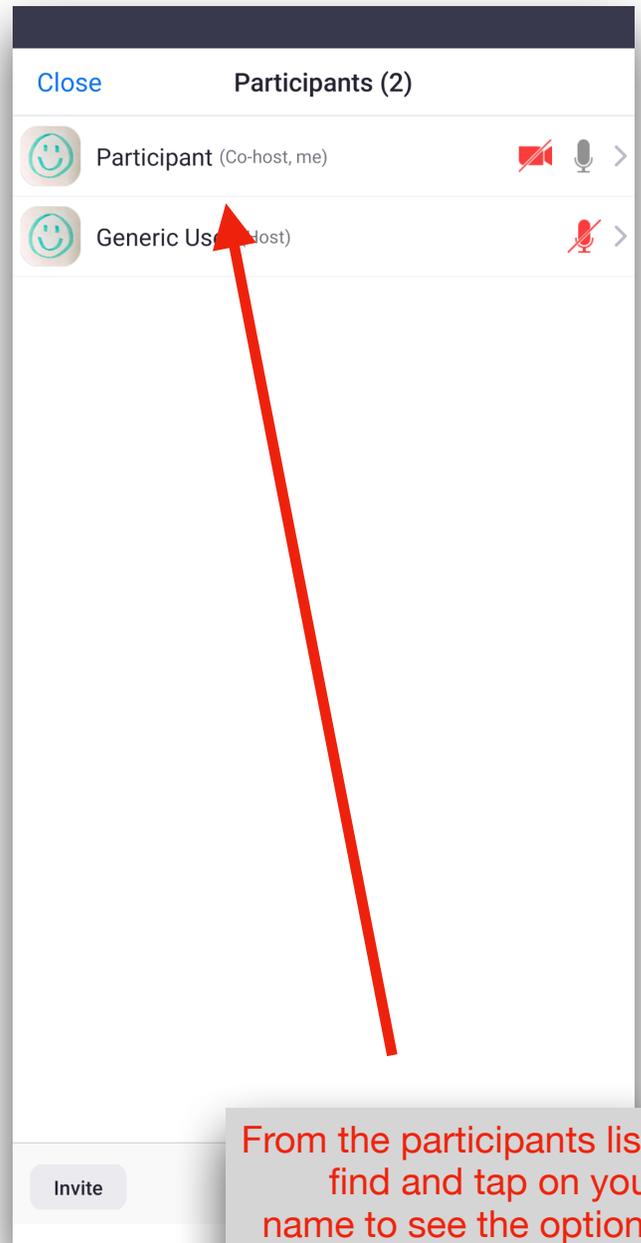
While in a meeting, you can mute and unmute by tapping the microphone icon here.



Rename While in a Meeting

If you realize while in a meeting that your name is displaying incorrectly, you can use the Rename option to update your display

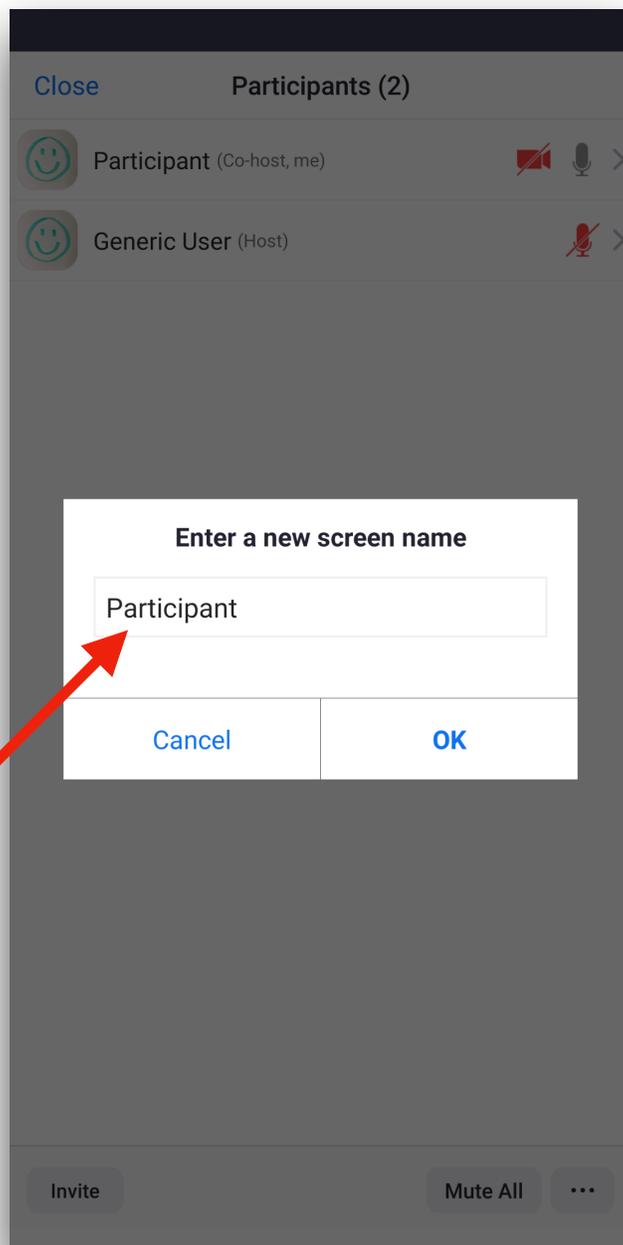
The Rename option can be found in the Participants list. View the Participants by tapping this icon.



From the participants list, find and tap on your name to see the options menu popup.



From the popup menu, tap "Rename".

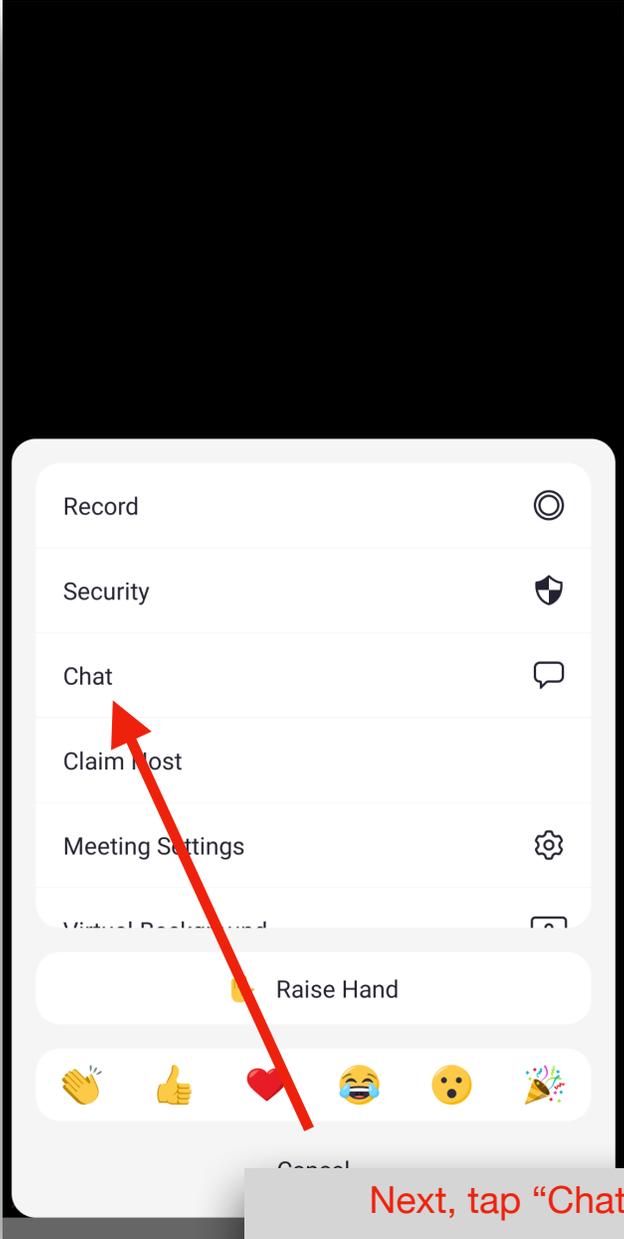


A new popup will appear. Tap in the text box to change your display name.

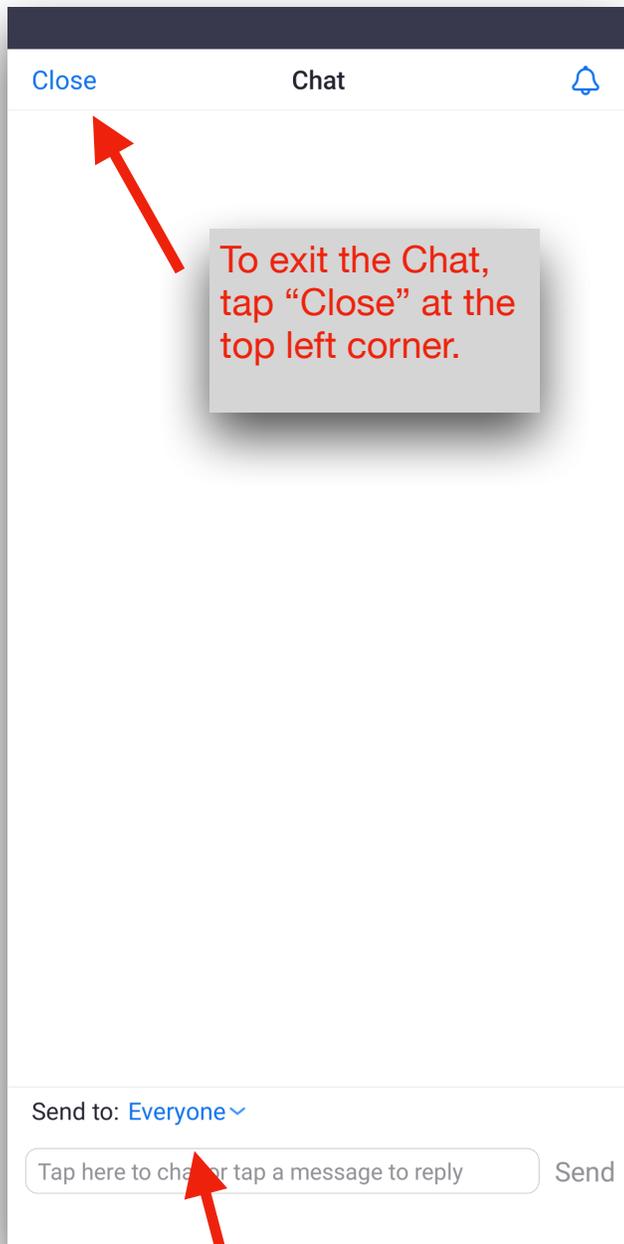
Chat Feature

You can use the chat feature to silently send messages to others in the meeting. You can send chats to individual participants or the group as a whole.

To access the Chat, first tap "More" in the bottom right corner.

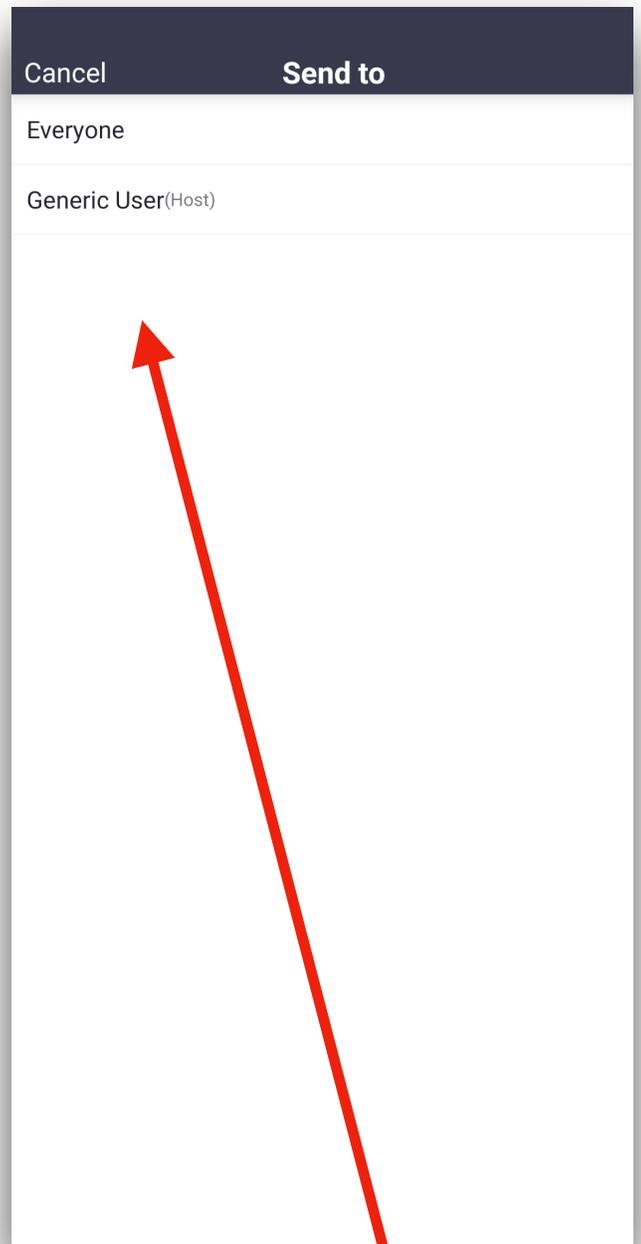


Next, tap "Chat".



To exit the Chat, tap "Close" at the top left corner.

If you want to change the recipient of your chat message, tap the blue text next to "Send to:"



When you tap, a list of all participants in the meeting will appear. You can tap the appropriate user name to select a different recipient.