

Zoom Connect Instructions

1. Setup Zoom Software – first time only
 - a. Open a browser and visit <https://zoom.us/test>
 - b. Click the **Join** button
 - i. Firefox
 1. In Firefox, you'll get a window to **Launch Application**
 2. Close this window, and on the webpage click the link to **download & run Zoom**
 3. Download and run the installer to install Zoom
 - ii. Chrome
 1. Click the link to **download & run Zoom**
 2. Download and run the installer to install Zoom
 - c. The Zoom application will launch
2. Join a Zoom meeting
 - a. Launch the Zoom application
 - b. Click **Join a Meeting**
 - c. Type in the meeting number: 865333128
 - d. Type in your name and click **Join**, you can also check the box to **Turn off my video** if desired
 - e. You'll get a window prompting you to select an audio option. You can either join by phone or over the internet
 - f. Before joining, you can click on **Test Computer Mic & Speakers** to make sure your computer's audio is setup and working properly
 - g. When ready, click **Join Audio Conference by Computer**, or click the **Phone Call** tab to view the dial in information
 - h. If all goes well, you'll be in the meeting