

## Basic Zoom instructions:

This is a sample zoom meeting invitation:

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John Smith is inviting you to a scheduled Zoom meeting.

Topic: My Meeting

Time: Apr 15, 2020 01:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

[https://us02web.zoom.us/j/82032308907?  
pwd=Mk80NE56RWlhVmZ5bjhWSUVCOE0wQT09](https://us02web.zoom.us/j/82032308907?pwd=Mk80NE56RWlhVmZ5bjhWSUVCOE0wQT09)

Meeting ID: 820 3230 8907

Password: 458820

One tap mobile

+19292056099,,82032308907# US (New York)

+13126266799,,82032308907# US (Chicago)

Dial by your location

+1 929 205 6099 US (New York)

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US

Meeting ID: 820 3230 8907

Find your local number: <https://us02web.zoom.us/j/82032308907>

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You **do not need a zoom account** if you want only to join a scheduled meeting. When you join a meeting, the zoom app is automatically downloaded to your computer.

If you want to schedule a meeting, then you need to set up your own personal zoom account. Zoom offers free account for 40 minutes meetings.

There are two ways to join a zoom meeting:

- A. Join a meeting by directly going to the meeting website link: Click on the given meeting link in the invitation. You need a computer, an iPad or a smartphone. You need a camera and microphone on your device so other people can see and hear you.

B. Join a meeting by dialing a phone number, then giving the meeting ID and password. You can hear but cannot see other people's faces. They can hear you, but cannot see you.

1. Go to [google.com](https://www.google.com).
2. Type "[zoom.com](https://zoom.com)" in the search box.
3. Click on "allow " (Do you want to allow this page to open zoom.us.app?)
4. Click on "join with video".
5. If you see this message, "If zoom does not run in a moment, download and run Zoom. Then click here to join the meeting.", follow instructions.

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More helpful instructions: Click on the links to watch the videos.

How to join a zoom meeting, 1 min.

[Join a Meeting](#)

Zoom functions, 3 min.

[Basic Zoom meeting controls Tutorial Video 615](#)

Detailed instructions, 33 min.

<https://www.youtube.com/watch?v=6i-NA563Ojk>

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