MaineHealth

Joining a Zoom Meeting

We recommend starting to join your meeting 5-10 minutes before it is scheduled to start. If you received a meeting link, you can click on it to open the app and skip to step 4.

- 1. Once you have downloaded the app, you need to open it to join a Zoom meeting.
 - » If you have a computer, go to your Start menu (PC) or Applications folder (Mac) and click on the Zoom app.
 - » If you are on a phone, tablet, or iPad, tap on the Zoom icon.
- 2. Click or tap on the blue "Join a Meeting" button.
- **3.** Enter the Meeting ID given to you by your provider's office or meeting organizer.
- **4.** Type in your name.
- **5.** Click the blue "Join" button.
- **6.** You may be asked to enter a passcode after joining. This will be given to you by your provider's office or organizer, if needed.
- 7. When asked to join with video or without, tap "Join with Video." (If this is your first time using Zoom, your device may ask you to allow Zoom access to your camera and microphone. Choose Allow.)
- **8.** When asked to join audio, select "Call using Internet Audio" or "Join with Computer Audio" if your device has a microphone and speakers or you have a headset connected. This gives you the best experience.
- **9.** If the meeting or appointment has started, you will see the other participants. If not, you'll be in a "waiting room" until the call begins.

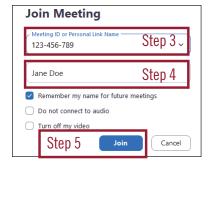


Phone or Tablet (Step 3-5):

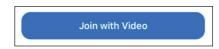


Step 2 Join a Meeting

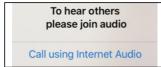




Step 7



Phone or Tablet: Step 8



Computer: Step 8

Join with Computer Audio

Test Speaker and Microphone

Notes about joining:

- Since you are joining as a participant, you don't need to create a Zoom account.
- Make sure you are connected to wireless internet (WiFi) or have unlimited data on your device. Streaming video can use a lot of data and could cause you to go over your limit if you have one. If you are connected to WiFi, this won't happen.
- There is an option to join the appointment by dialing into a conference call phone line, but this isn't the best option because there is sometimes a lag between what the other participants say and when you hear it.