

SETUP INSTRUCTIONS:

Cell Phones

Go to your app store For Iphones- It is a Blue icon with an "A" in the middle. For Android, it is called Google Play.

Search for Zoom Cloud Meetings

Click the download button (looks like a cloud with a down arrow)

When you go back to you phone look for the blue icon with a movie camera that says Zoom.

When ready to attend the meeting you can do one of two things

- 1) Click on link included sent to you for the meeting and it should automatically open up the page or
- 2) Click on the Zoom button and enter the meeting ID and phone number.

Go to settings on your phone.

Go to Apps

Go to the Zoom app (Apps are listed alphabetically, so it should be at or near the bottom of the list.)

Click on it

Go to permissions

Make sure that both camera and microphone are on.

Laptop Computer - you should be able to insert the link into the browser or go to Zoom.com and enter the meeting ID and Password. You will want to enable your video and audio.

Computer - If you want to use a desktop computer, in order to be seen in the meeting, you will need to have a camera connected and to be heard, you will need a microphone. If no microphone is available, you can dial in using the phone numbers and directions listed below.

The password for the meeting is case sensitive.

To just call in by phone, see phone numbers and directions in the link you have been sent.

PLEASE NOTE: If you call in by land line, long distance fees may/will apply.