

HOW TO JOIN A ZOOM MEETING

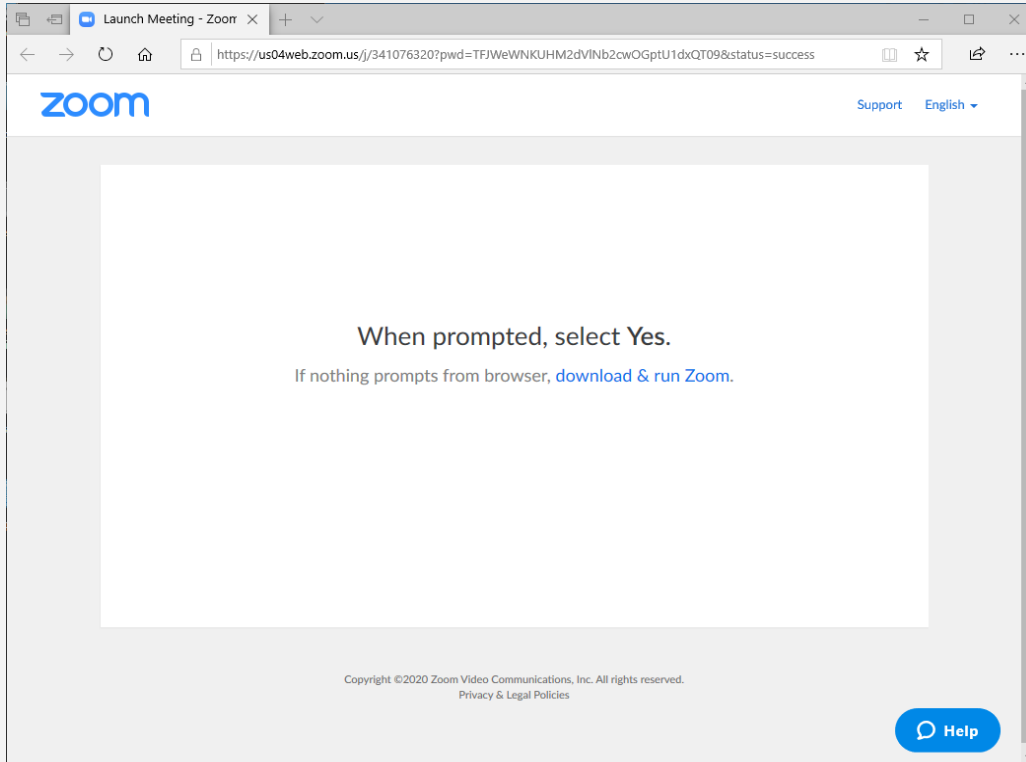
1. If you do not have it already, download and install the Zoom client on your computer.
 - a. Windows - <https://zoom.us/client/latest/ZoomInstaller.exe>
 - b. Mac - <https://us04web.zoom.us/client/latest/Zoom.pkg>

2. Click on the Zoom Meeting link sent to your email.

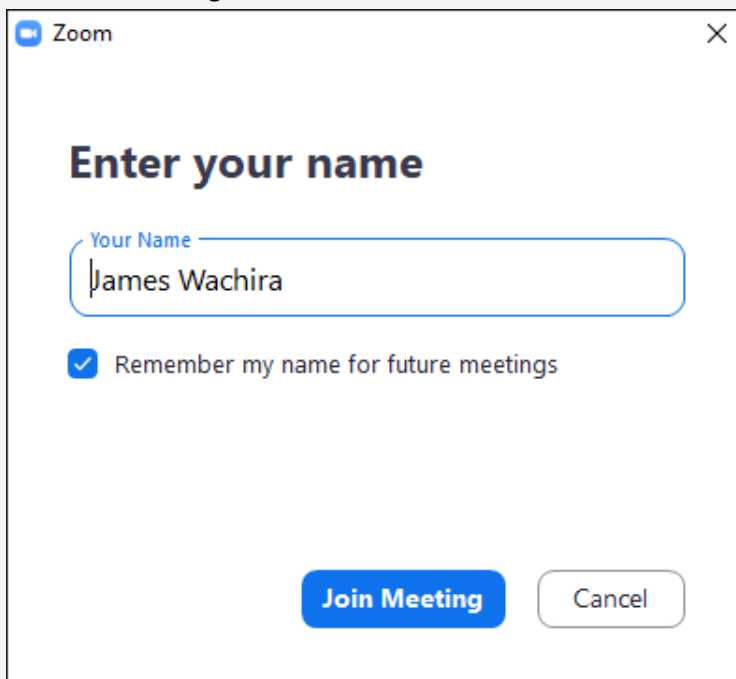
Join Zoom Meeting
<https://us04web.zoom.us/j/341076320?pwd=TFJWeWNKUHM2dVlNb2cwOGptU1dxQT09>

Meeting ID: 341 076 320
Password: 12345

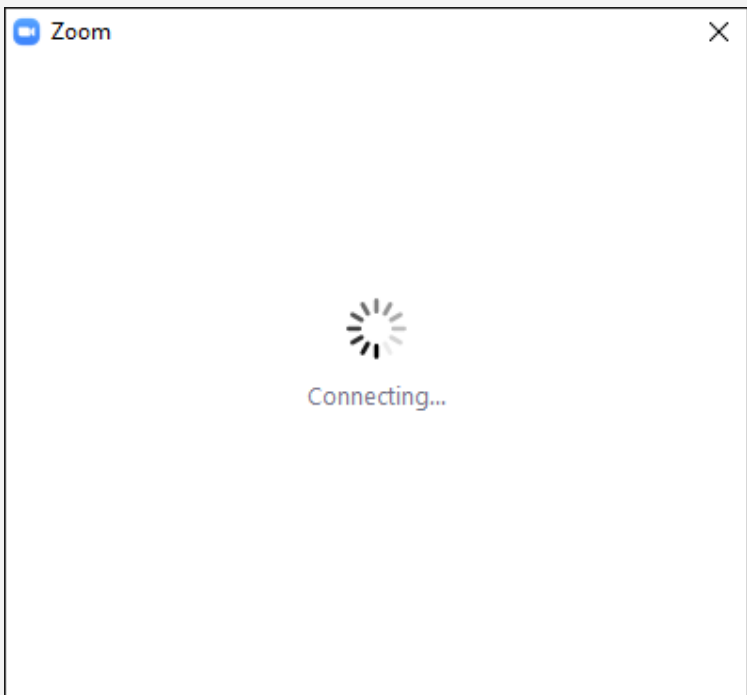
3. On the resulting browser window, when prompted select Yes.



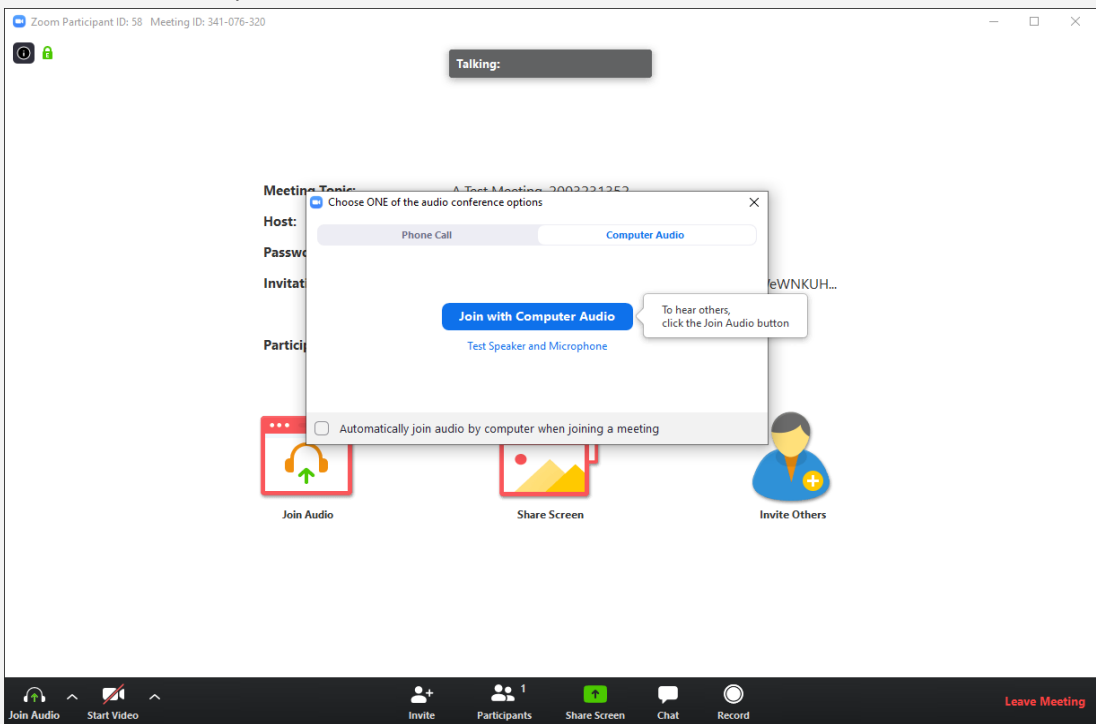
4. Enter your name on the Zoom app. You can check the box so the app remembers your name for meetings. Click Join Meeting

A screenshot of the Zoom application's name entry screen. The window title is "Zoom". The main heading is "Enter your name". Below this is a text input field with the placeholder "Your Name" and the text "James Wachira" entered. Underneath the input field is a checked checkbox with the label "Remember my name for future meetings". At the bottom of the screen, there are two buttons: a blue "Join Meeting" button and a white "Cancel" button.

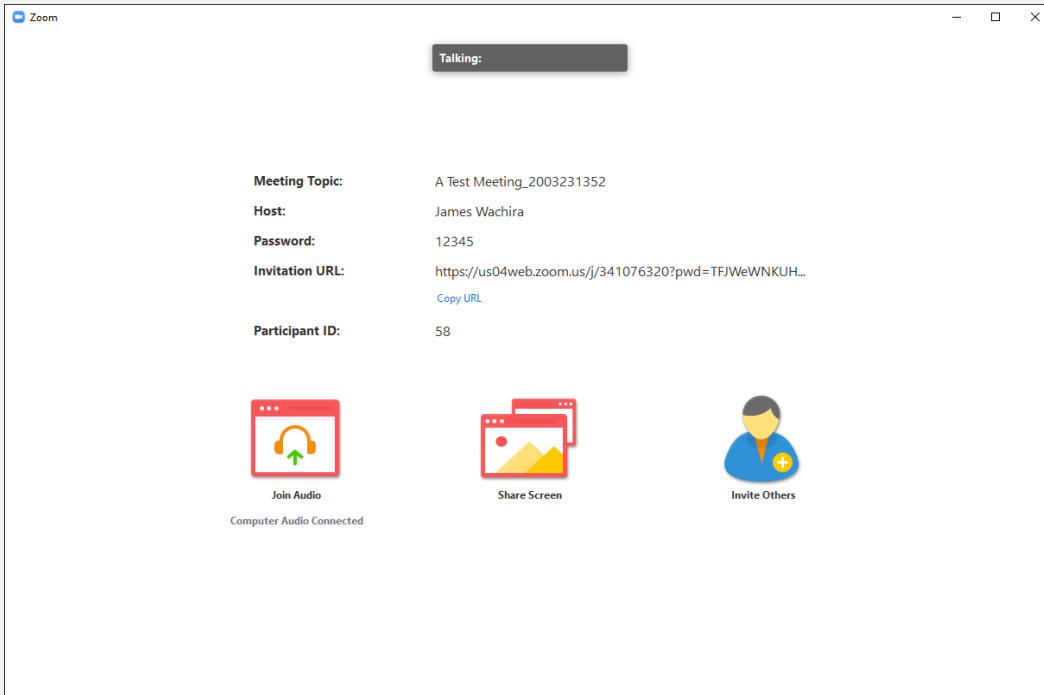
5. The app will connect to the meeting.



6. Click Join with Computer Audio

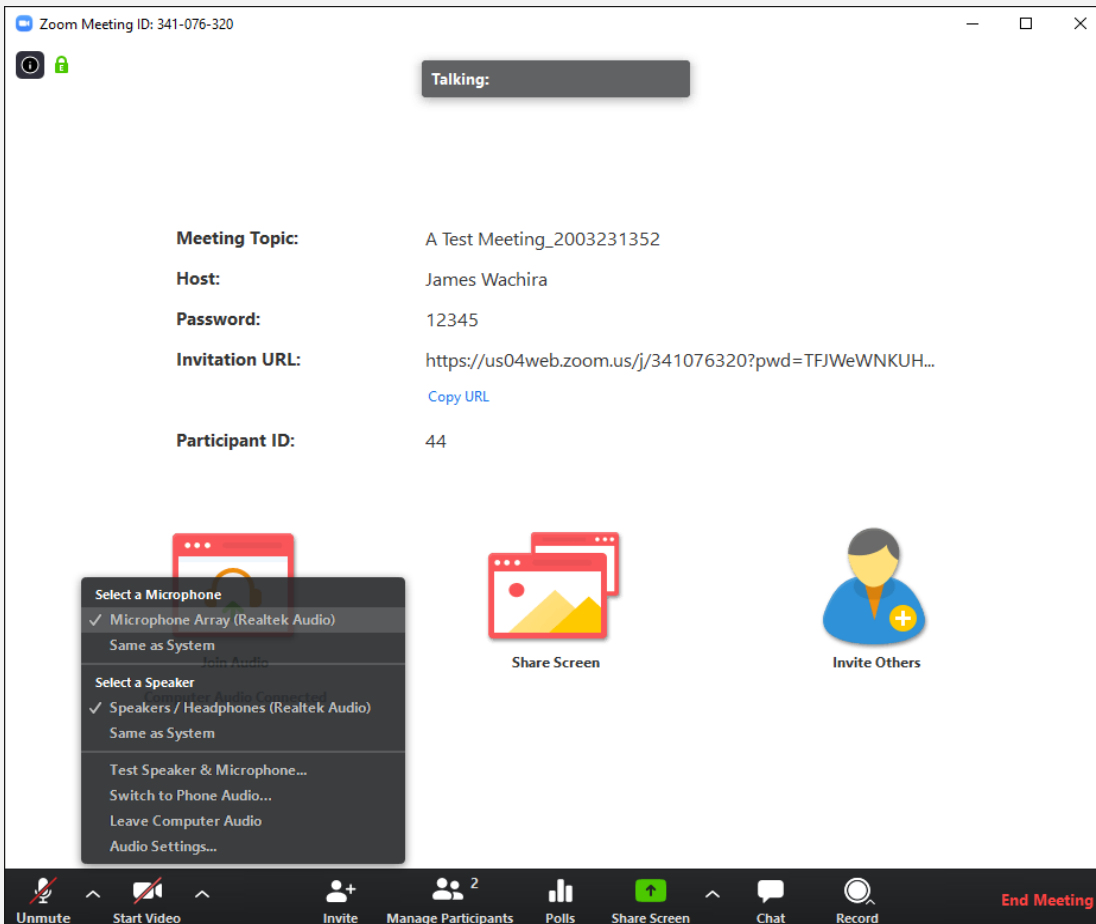


7. You are now in the meeting.

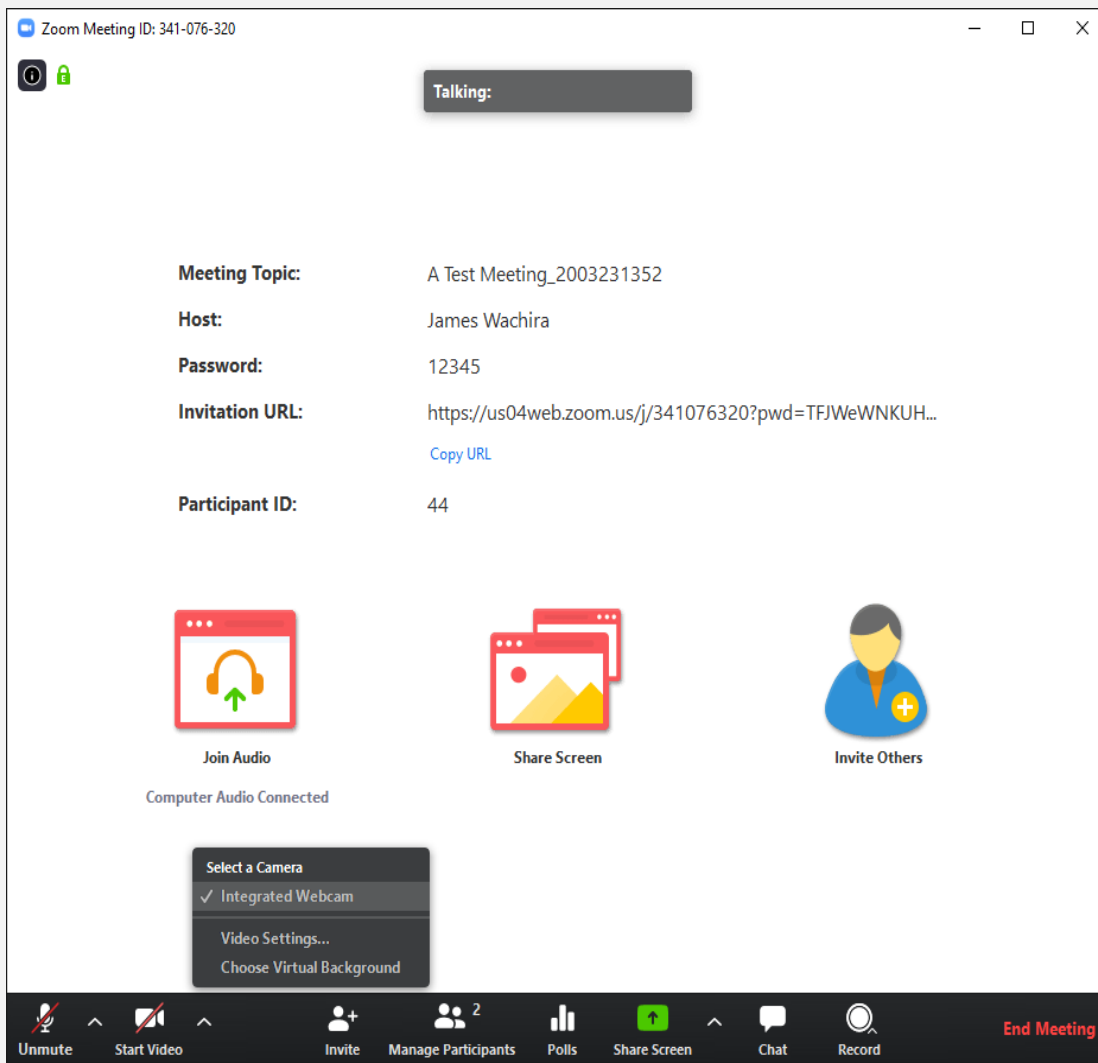


8. **Hover your mouse** on the bottom on the application screen to show control buttons

9. Click on the button next to the Unmute button to view Audio settings



10. Click on the button next to Start Video to view Video settings.



11. You can click on Manage Participants at the bottom row to see a host of other interaction options including raise your hand.

