

Hosting Meetings in Zoom

Video Tutorial on hosting meetings using the zoom website:

<https://support.zoom.us/hc/en-us/articles/201362413-Scheduling-meetings>

You can use the Zoom app on downloaded on your computer or on the internet at www.Zoom.us

You can also download the Zoom app on most smartphones.

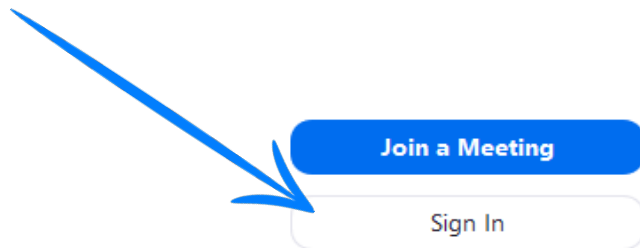
This is a guide for hosting meetings using the app on your desktop:

1. Download the app by visiting:

<https://zoom.us/download>

2. Open your Zoom app on your desktop and click Sign In.

zoom

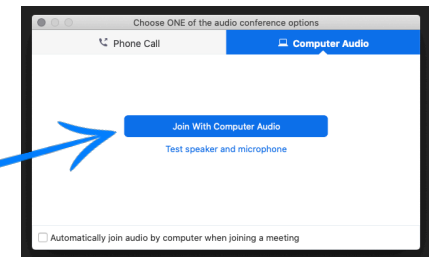


3. Log in using the E-mail and password that you have created, with Google (Gmail), or Facebook.

4. Click the orange button to start a meeting.

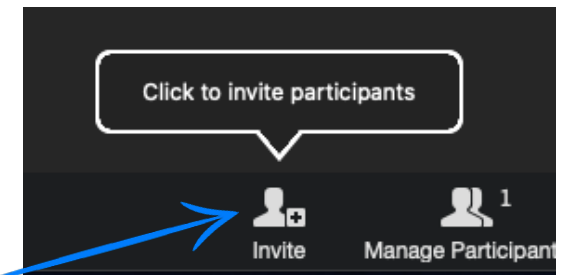


5. Click join with computer audio or you can test your speakers.



6. Now you can invite people to your Zoom.

7. Click invite at the bottom of the screen



8. There are 2 ways to invite people to your Zoom.

- You can enter their email address and this will send them an email to join.
- You can also click copy URL and text this to the person by pasting into a text.

Joining Meetings in Zoom

Video Tutorial: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

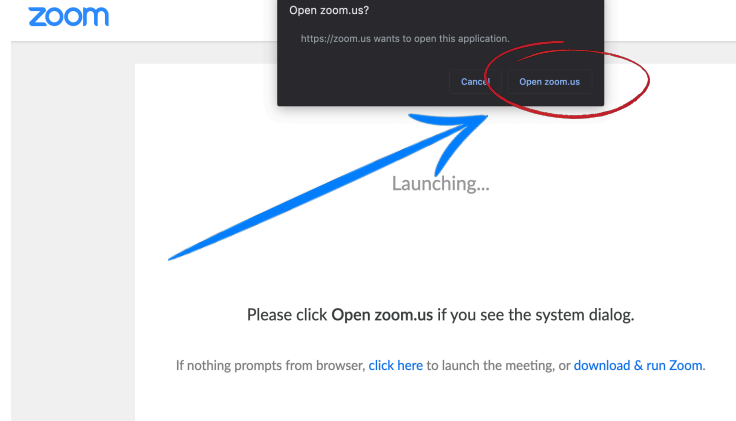
To join from your computer

1. Receive the email or text invitation from the host.
2. Click on the link under “Join Zoom Meeting”

Join Zoom Meeting

<https://zoom.us/j/935599422?pwd=eVBuQINiYnBkckpYbWt5Q1VmWit1Zz09>

3. A page like this will open. Select open “zoom.us”



1. If you cannot join via computer or do not have speakers, you can dial in by phone

Join Zoom Meeting

<https://zoom.us/j/336811607?pwd=dTI3OWZUM1ZpaVE3WS9tZ0ZlOFZFdz09>

Meeting ID: 336 811 607
Password: 050580

One tap mobile

+16699006833,,336811607# US (San Jose)
+14086380968,,336811607# US (San Jose)

Dial by your location

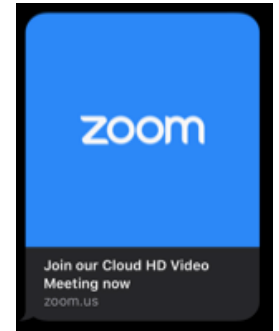
+1 669 900 6833 US (San Jose)
+1 408 638 0968 US (San Jose)
+1 346 248 7799 US (Houston)
+1 301 715 8592 US
+1 312 626 6799 US (Chicago)
+1 646 876 9923 US (New York)
+1 253 215 8782 US

Meeting ID: 336 811 607

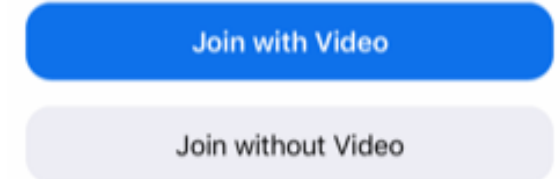
Find your local number: <https://zoom.us/u/acUnfaCWt8>

To join from your phone

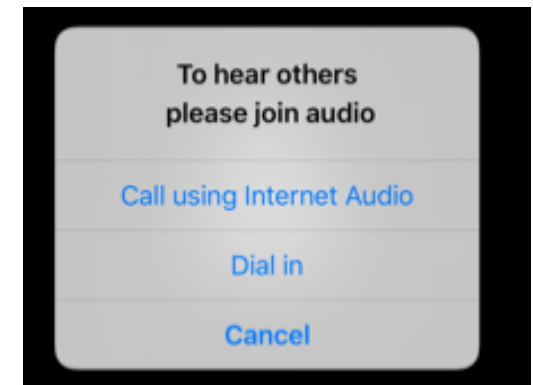
1. Receive the email or text invitation from the host.
2. Click on the link



3. Click “Join with Video” or “Join without Video”



4. To hear others please join audio



5. Start talking with friends!