# How to join a ZOOM meeting

> BEFORE YOU START: turn on your device, ensure you are connected to the internet, and become familiar with the "Zoom" icon that looks like this. If you are on a computer, you may need to double-click this icon.

## Method #1:
### Click a meeting link

1. Find the link (usually it's been emailed)

2. Click the link and accept permissions, if asked.

Zoom will ask if you want the app to take over. Select **Open Zoom**, and you'll go through the process of joining the meeting. You may need to grant Zoom permission to use your camera and microphone, especially if this is your first meeting.

Please join Zoom meeting in progress  Inbox ×

**Henri Rousseau** <henri.rousseau30@gmail.com>
to me

Join Zoom Meeting
https://us04web.zoom.us/j/72296609100?pwd=Y3E3TDIWMUx0dWdkM0ZIZWI6cTVjUT09

Meeting ID: 722 9660 9100
Password: 8Wrdfx

Reply     Forward

Click this!
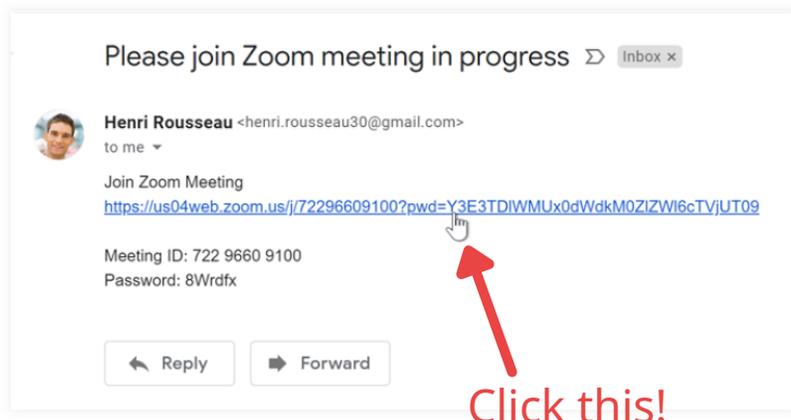
## Method #2:
### Enter the meeting number in Zoom

1. From the Zoom main screen, click **Join**.

   New Meeting     Join
   Schedule        Share screen

2. Enter the **Meeting ID**, and click **Join**.

3. Enter the **meeting password**, and click **Join Meeting**.

4. You'll be asked if you want to join with or without video. Select **Join with Video**.
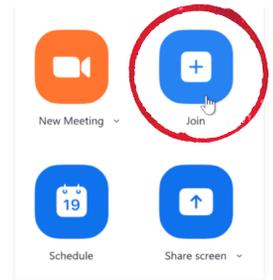
*Before your meeting begins, you may be briefly placed in the WAITING ROOM . If so, stay there until the host joins your meeting.

# How to navigate a ZOOM meeting
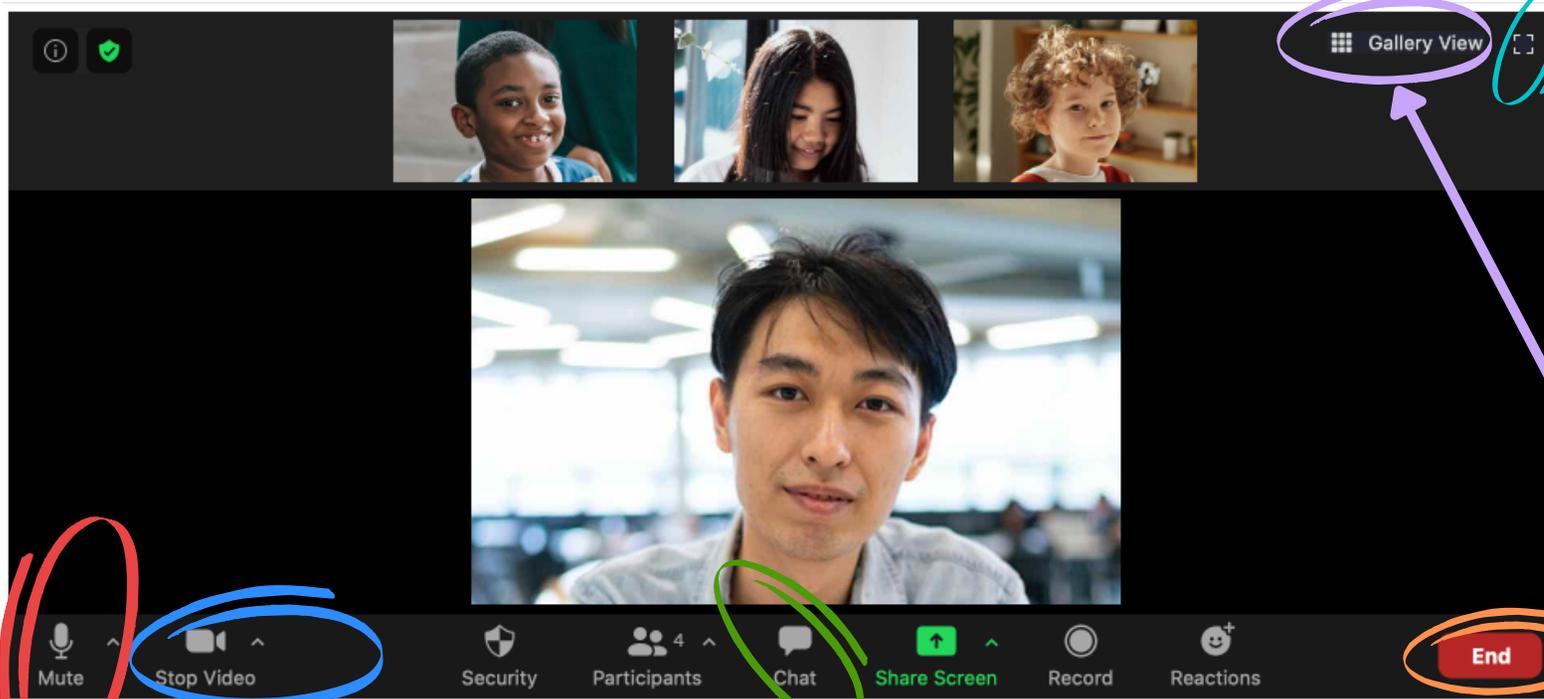


**"Full Screen button"** - click this to make Zoom take up your entire screen. Click it again or press "Esc" to exit fullscreen mode.

**"View button"** - Click this to change between seeing everyone at once (Gallery View) and seeing only who is speaking at any given time (Active Speaker View)

**"Video button"** - indicates whether or not others can SEE you. Red slash means camera is off. Click carat for video settings menu.

**"Chat button"** - Click this to share messages with everyone in the group (or select just one individual).

**"End/ Leave button"** - Click this to leave the meeting when it's over or if you are having technical issues and need to rejoin a meeting.

**"Mute button"** - indicates whether others in the meeting can hear you. If there is a red slash ( ) others CANNOT hear you. Clicking the "carat" or arrow next to the mute button will take you into the audio settings menu.