

## JOINING A ZOOM MEETING

If you have never used zoom before there are two ways to join a meeting. This tutorial is designed for a one off meeting without adding the zoom application to your computer.

- 1) By email invitation
- 2) Using Meeting ID and Password (supplied by the meeting host)

### Email Invitation

The email invitation will contain a link to Zoom – see example

Christ Church is inviting you to a scheduled Zoom meeting.	<i>The person inviting you to the meeting</i>
Topic: Coffee Morning Open Meeting	<i>The name of the meeting</i>
Time: Jun 6, 2020 10:00 AM London	<i>The date and time of the meeting</i>
Join Zoom Meeting	<i>The internet link to the meeting</i>
<a href="https://us04web.zoom.us/j/79030688118?pwd=dWY3aGcyZXRNVdZyOUMxaWJyZnFrUT09">https://us04web.zoom.us/j/79030688118?pwd=dWY3aGcyZXRNVdZyOUMxaWJyZnFrUT09</a>	
Meeting ID: 790 3068 8118	<i>The ID number of the meeting in Zoom</i>
Password: Coffe3	<i>The password for your zoom meeting</i>

Click on the internet link to take you straight to the zoom page

Select launch meeting

Select join from your browser

Enter your name and tick the I am not a robot box (tick boxes and verify this)

Click on Join

Agree to terms

Wait to be admitted to meeting (if the host has set this option)

### Meeting ID and Password

If you have only been given the Meeting ID and password then you need to access Zoom via your internet browser (Edge, Firefox or Chrome)

Select zoom.us

Accept cookies (unless you are familiar with setting preferences)

Click on JOIN MEETING (top right-hand side of window)

Enter the meeting ID that you have been given (do not enter any spaces)

Select launch meeting

Select join from your browser

Enter your name and tick the I am not a robot box (tick boxes and verify this)

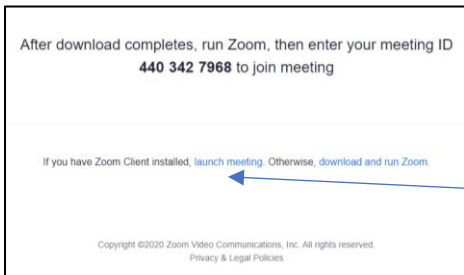
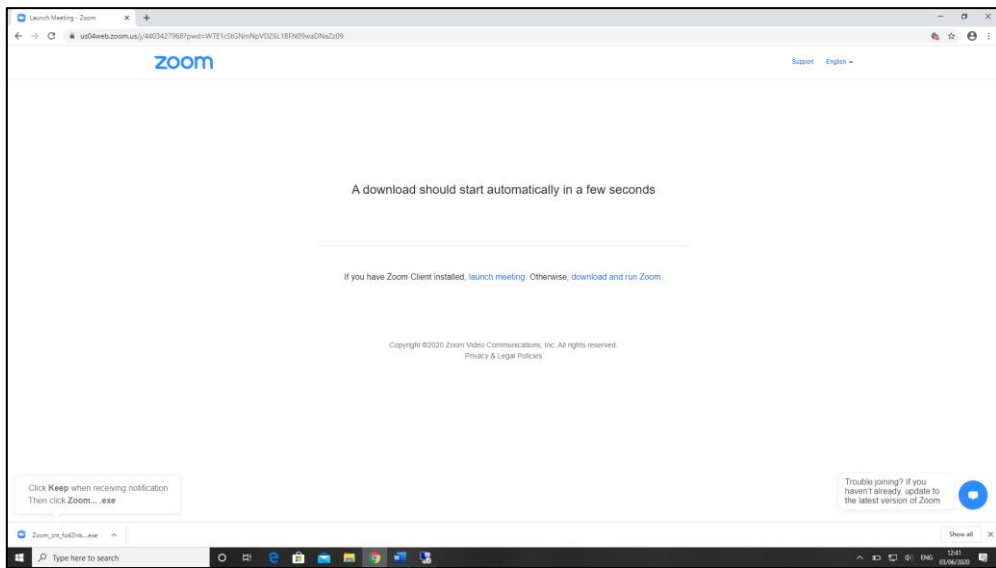
Click on Join

Enter the password and click on join

Agree to terms

Wait to be admitted to meeting (if the host has set this option)

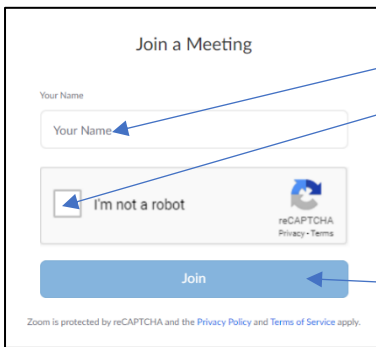
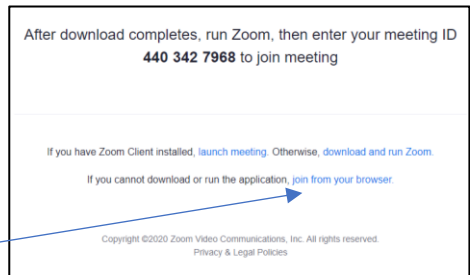
# Email invitation Pictorial



You can ignore all the messages and use zoom without downloading any software.

Click on [launch meeting](#)

Then click on [join from your browser](#)



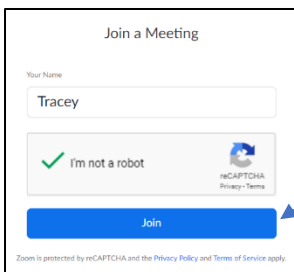
Enter your name.

Tick the [I'm not a robot](#) box

Click on the boxes which match title and then click [verify](#)

*(Don't worry if you get it wrong the system will keep giving you a new set of pictures until you match them)*

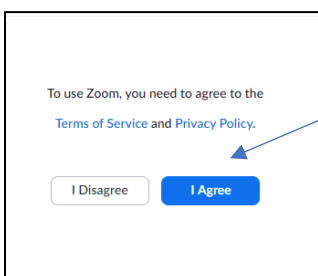
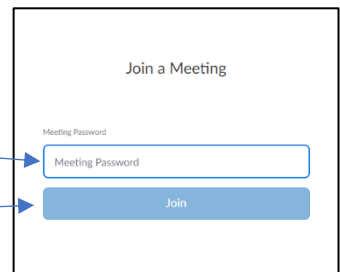
Then click on [Join](#)



Click on [Join](#)

Type in the meeting password

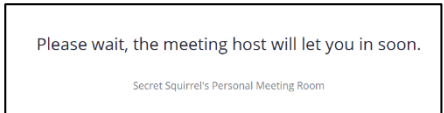
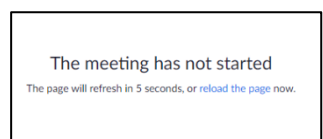
Click on [Join](#)



Click on [I Agree](#)

If you are early to the meeting you may get this message

If the meeting has begun you will get his message

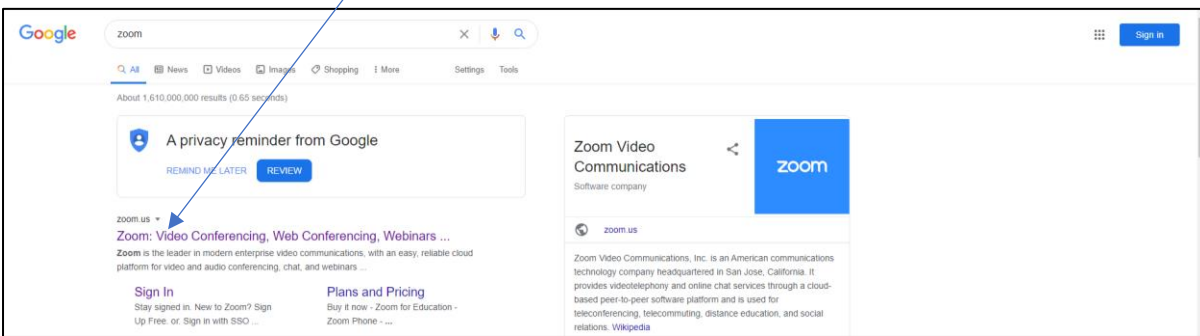


# Meeting ID and Password Pictorial

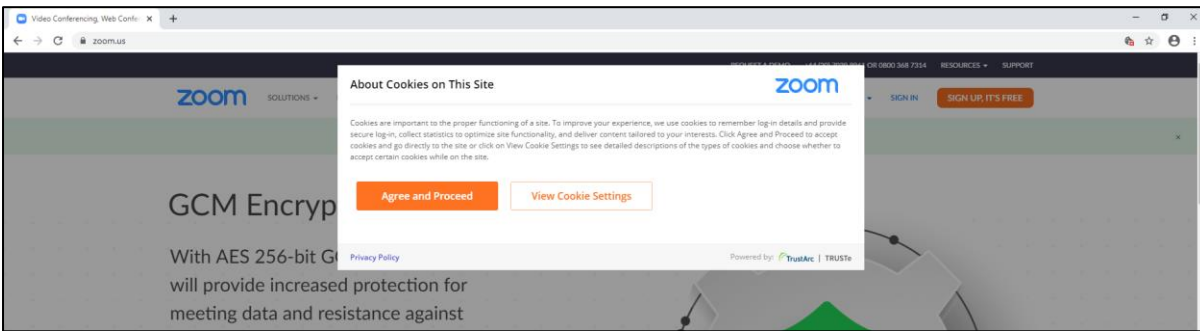
Enter the word Zoom in to your internet browser (Edge, Firefox or Chrome etc).



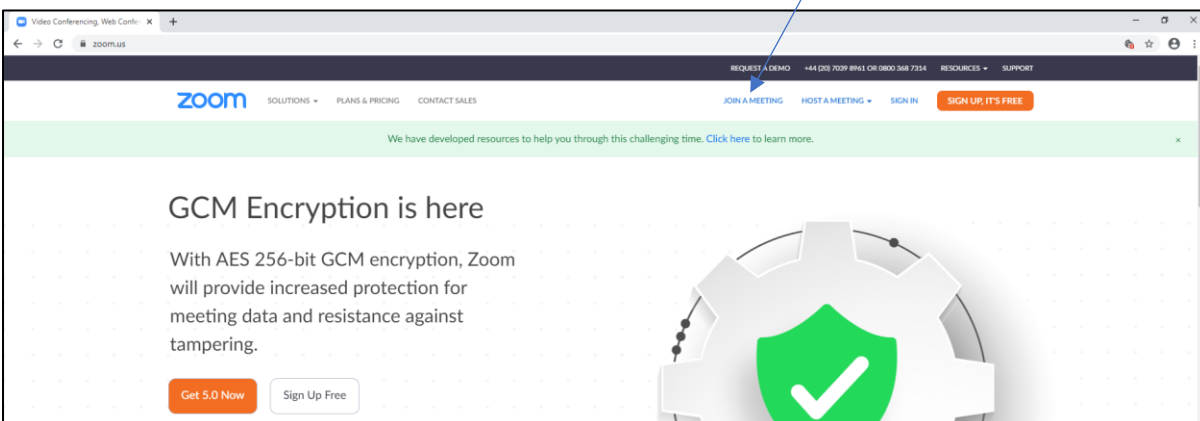
Select the option for [zoom.us](https://zoom.us)



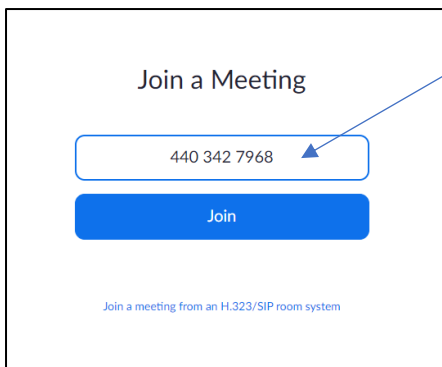
Agree to the cookies (or use the settings if you are familiar with them) and then press the word close



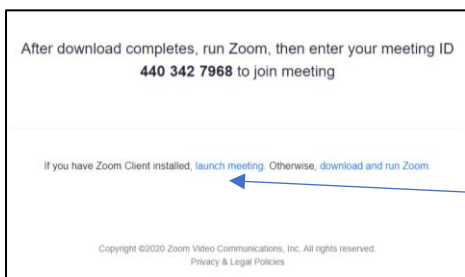
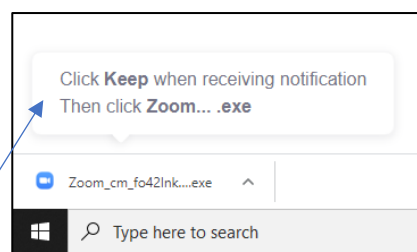
If you do not wish to install Zoom or create an account, click on [JOIN A MEETING](#)



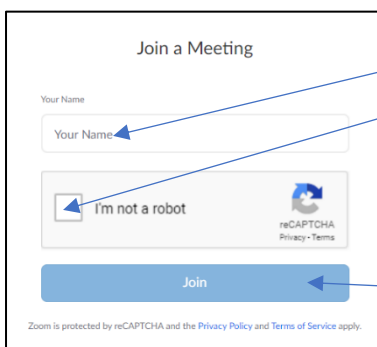
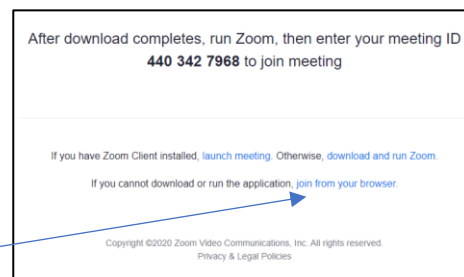
This message will appear on the screen



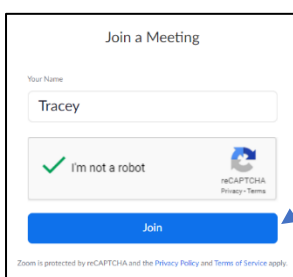
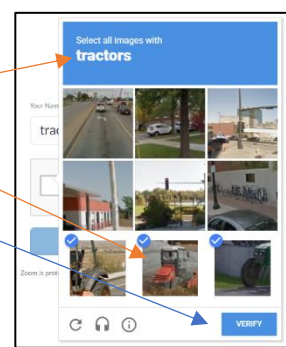
Enter the meeting number that you have been given for the meeting. Do not include the spaces because the system will add these automatically  
Click on **Join**  
These messages may appear at the bottom left of your screen, you can ignore them



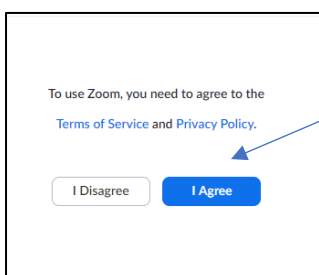
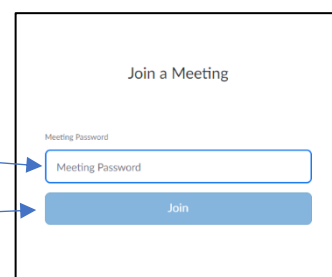
You can ignore all the messages and use zoom without downloading any software.  
Click on **launch meeting**  
Then click on **join from your browser**



Enter your name.  
Tick the **I'm not a robot** box  
Click on the boxes which match title and then click **verify**  
*(Don't worry if you get it wrong the system will keep giving you a new set of pictures until you match them)*  
Then click on **Join**



Click on **Join**  
Type in the meeting password  
Click on **Join**



Click on **I Agree**  
If you are early to the meeting you may get this message  
If the meeting has begun you will get his message

