Zoom Instructions

KJUHSD Zoom Host will create a meeting and share the invite in a URL or meeting ID. You do not need a Zoom login to join a meeting; all you need is the URL or ID. Once we open the meeting, you will be able to view and hear the meeting.

To join on a desktop by downloading the app:

- 1. Download the Zoom desktop app on your Mac or PC.
- 2. Open Zoom app
- 3. Click Join a meeting
- 4. Enter the meeting ID and set audio/video permissions

How to join a meeting via meeting invite link:

- 1. Click on the meeting invite URL that the host shared via email or text.
- 2. Open the Zoom app.
- 3. Approve the request for permission to use your computer's audio and camera.
- 4. Depending on the meeting's set-up, you may enter the meeting right away, you may need to wait for the host to arrive first or you may be placed into a waiting room that the host controls.

How to join from your phone:

- Download the <u>Zoom app for iOS</u> or for <u>Android on Google Play</u>, and set it up using your contact information — which the host can use to "call" you. Then, either
- 2. Your app will ring when the host "calls" you (*Accept the call*) or
- 3. Open the mobile app.
- 4. Tap on "Join a Meeting."
- Enter the meeting ID and your name and set audio/video permissions.
- 6. Tap on the meeting invite URL that the host shared via email or text, which will open the Zoom app. The app may ask for permission to use your phone's camera.

Again, depending on the meeting's set-up, you may enter the meeting right away, you may need to wait for the host to arrive first or you may be placed into a waiting room that the host controls.