# How to use Zoom

### Where do I download the latest version of Zoom?

Before joining a Zoom meeting on a computer or mobile device (that is, your Smart Phone or Tablet), you should download the Zoom application from the Zoom Download Center. <u>Click here</u> to initiate the download of the Zoom Application. Your download should automatically start within a few seconds.

## Do I need an account to use Zoom?

You can join almost every Zoom Meeting as a participant without creating an account; there are a few exceptions, but you will probably never encounter them. A Zoom account is required if you want to create your own meetings and send invitations to participants.

## How to join a Zoom Meeting

• Join a meeting with a link:

Click the link provided in the weekly Constant Contact or B'nai Shalom online calendar, and you will be taken to a window which will prompt you to click on a box that says join with Zoom. This will show you the Zoom application to launch on your computer. If you do not already have Zoom installed on your computer, phone, or tablet, then you will be given the option to download in this window.

• Join a meeting from the Zoom application:

Launch Zoom, and enter the **Meeting ID** number, and your personal name.

#### Video Preview

• When you are joining a Zoom meeting, you will see a video preview "pop up;" this tool prompts you to determine whether you would like to join the meeting with your video enabled (you will see this as join with video, or, with your video disabled join without video). Simply select the option that you prefer to join into the meeting.

## Would you like more information?

• Here are some YouTube videos that may help you

Join a Meeting

Joining and Configuring Audio and Video