

Below are some quick how-to videos to familiarize yourself with the Zoom platform:

1. Joining a meeting: <https://support.zoom.us/hc/en-us/articles/201362193-How-Do-I-Join-A-Meeting->

- Quick overview of how to join a meeting

2. Joining a test meeting: <https://support.zoom.us/hc/en-us/articles/115002262083>

- This allows you to practice joining a meeting in addition to testing your audio and video if you've never used Zoom
- This allows you to test your earbuds/mic/headset if you haven't used it with Zoom

3. Testing computer or device audio: <https://support.zoom.us/hc/en-us/articles/201362283-Testing-computer-or-device-audio>

- This allows you to practice joining meeting audio (via computer or telephone)

Notes:

- You will need a stable internet connection to be a part of this training.
- You will need to be able to join with audio for this training.
- You will need a computer or tablet large enough to see the slides.
- You will be muted automatically upon joining the meeting.
- We will have the ability to mute anyone at any time.
- Please join with computer audio, if possible. We ask that the phone number be a last resort for audio.
- There is a chat feature which you can use to ask questions. We will have someone watching the chat box during the training.

IF YOU DO NOT HAVE A MICROPHONE on your computer or earbuds or a headset – please download the Zoom app on a Smartphone so that you can join with the phone app for audio and on your computer to see the content more clearly. (Looking at slides and reading the information on a small phone screen will be difficult)