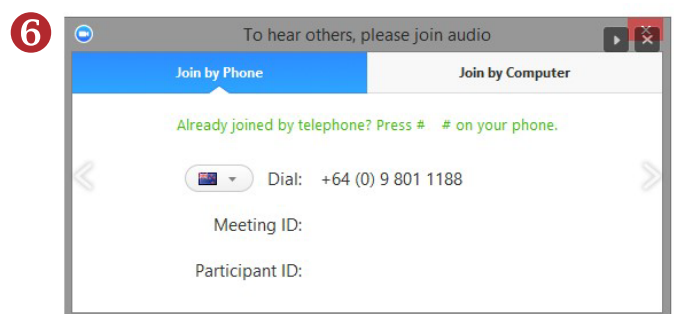# Hospice by the Bay
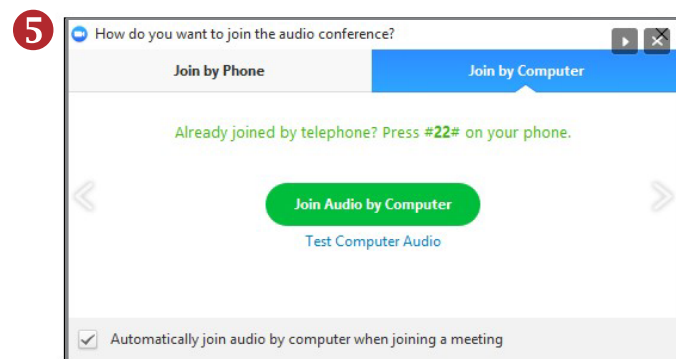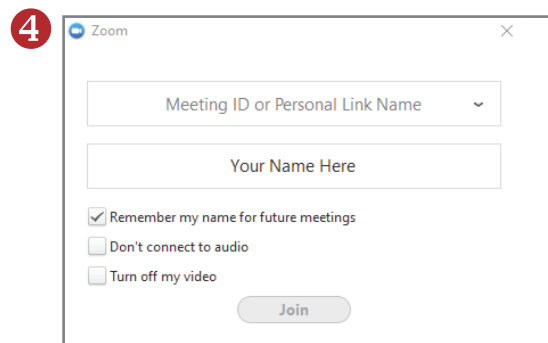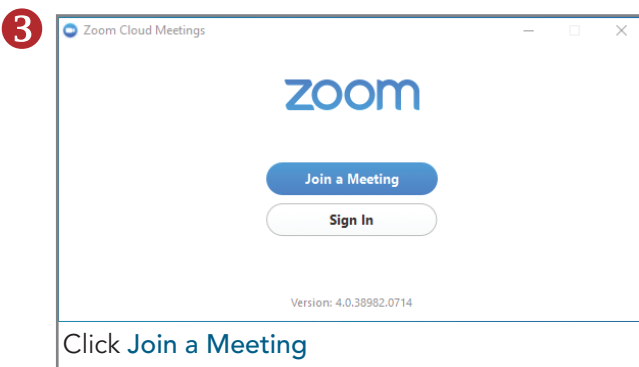
HOW TO DOWNLOAD ZOOM TO YOUR COMPUTER

Note: The computer you are using must have a working camera, audio and microphone.

1 Go to https://zoom.us/download in your web browser and click Download

Zoom Client for Meetings

The web browser client will download automatically when you start or join your first Zoom meeting, and is also available for manual download here.

Download   Version 4.6.8 (19178.0323)
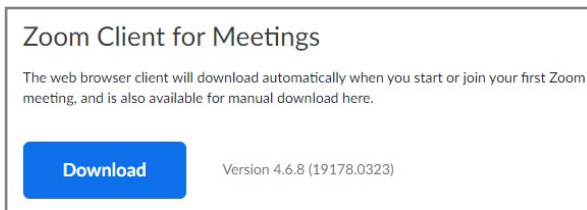
2 Find the application installer in the "Downloads" folder on your computer.
On a Windows PC the file is called Zoominstaller.exe
On a Mac the file is called Zoom.pkg
Double click on it and the program will automatically install.

3

zoom

Join a Meeting

Sign In

Version: 4.0.38982.0714

Click Join a Meeting

4

Meeting ID or Personal Link Name

Your Name Here

☑ Remember my name for future meetings
☐ Don't connect to audio
☐ Turn off my video

Join

Copy the Meeting ID Number from your emailed meeting invitation and enter your name.

5

How do you want to join the audio conference?

Join by Phone | Join by Computer

Already joined by telephone? Press **#22#** on your phone.

Join Audio by Computer

Test Computer Audio

☑ Automatically join audio by computer when joining a meeting

When you join by computer you can test that your audio is working as well.

6

To hear others, please join audio

Join by Phone | Join by Computer

Already joined by telephone? Press #   # on your phone.

Dial: +64 (0) 9 801 1188

Meeting ID:

Participant ID:

If you join the meeting by phone others can hear you but cannot see you. You may see them if they have joined by computer.

To Install Zoom on the iPhone / Android or iPad

Click on the App Store / Google Play icon on your device and search for Zoom and then click "GET" to download the app: Zoom Cloud Meetings. Once installed, follow the prompts to join a meeting (entering your meeting ID number), to Sign Up or Sign In.

Google Play

Revised 4.7.20