To Join a Zoom Meeting:

- You will receive an email with a Zoom invitation that looks similar to this:

---

mhc-Zoom1@mhc.net has invited you to a scheduled Zoom meeting:

Join Zoom Meeting
https://mhc-net.zoom.us/j/95073890632

Meeting ID: 950 7389 0632
One tap mobile
+13126266799,,95073890632# US (Chicago)
+16465189805,,95073890632# US (New York)

Dial by your location
        +1 312 626 6799 US (Chicago)
        +1 646 518 9805 US (New York)
Meeting ID: 950 7389 0632
Find your local number: https://mhc-net.zoom.us/u/ad96fJ2O8T

Join by SIP
95073890632@zoomcrc.com

Join by H.323
162.255.37.11 (US West)
162.255.36.11 (US East)
Meeting ID: 950 7389 0632

- Click on **Join Zoom Meeting** (meeting invite URL) that has been shared via email
- For First time users, the Zoom application will either automatically download or prompt you to download, depending on your browser settings. (if prompted to download, save to your preferred location)
- If you the app does not download automatically, click "**download & run Zoom**".
- Once downloaded, click the file to install or run.
- If you run in to an issue with the download, you can click on the download & run Zoom to start the installation again.
- You may get a message letting you know your meeting will being soon and that the download is in progress
- Once completed, if your host has allowed participants to join before they arrive, you're in!
- If your host has chosen to have you wait until they admit you, you will be in a "holding" or "waiting room" until they admit you to the meeting.

NOTE: For all future meetings, you will not have to install the Zoom application, instead, you will be prompted to either click on Open Zoom Meetings or launch meeting. This will open the Zoom meeting you are scheduled for.
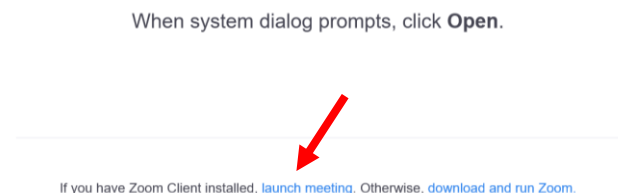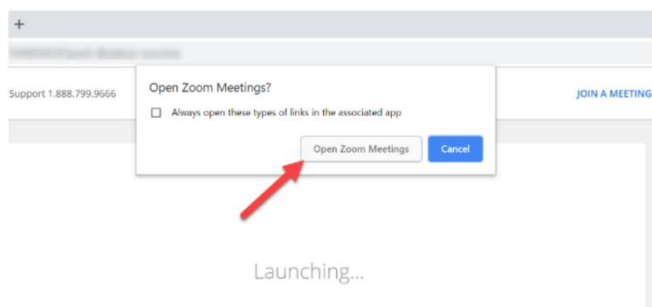
- From here you will have some choices to make.
 - How will you join the audio portion of the call?

    Select **Join Audio Conference by Computer** if you wish to use your computer's speaker and microphone to listen and speak.

    If you wish to join by telephone, click **Join by Phone** and use the provided information to dial into the conference line.
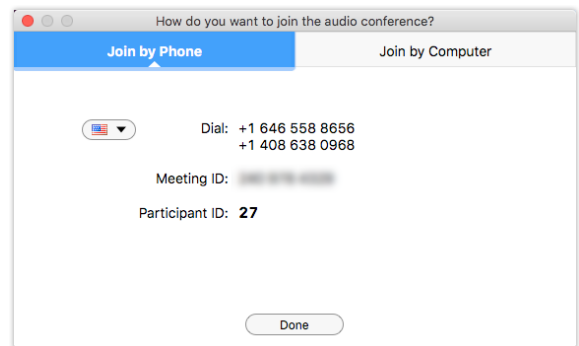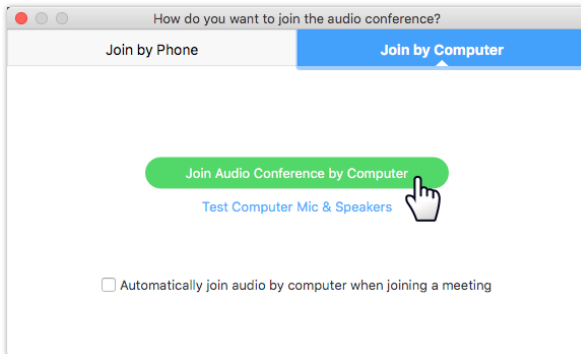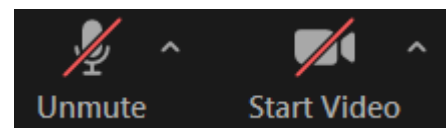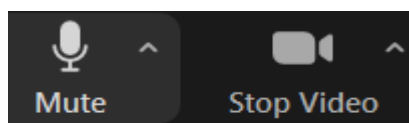

  - Do you want to join with or without your Video? – *Do you want those in the meeting to see you?*

    Select Join with Video and your live video image with be used in the meeting.
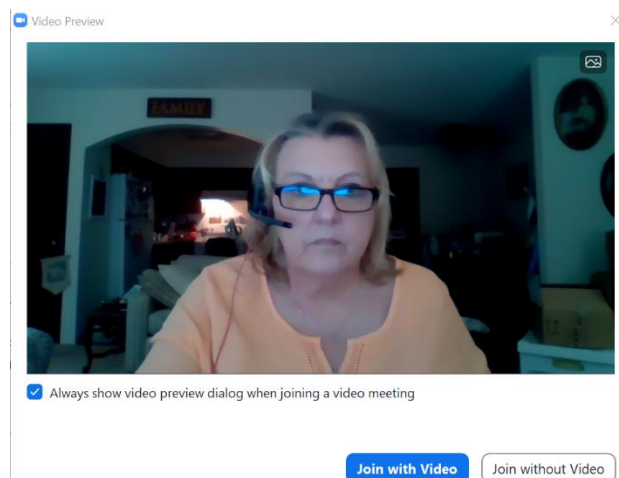
    Once you are in the meeting, you can turn your microphone and webcam on/off, or adjust other settings, using the icons in the lower left corner of the Zoom window.

- This is a great video tutorial on how to join a Zoom meeting the first time:
  https://www.youtube.com/watch?v=9isp3qPeQ0E