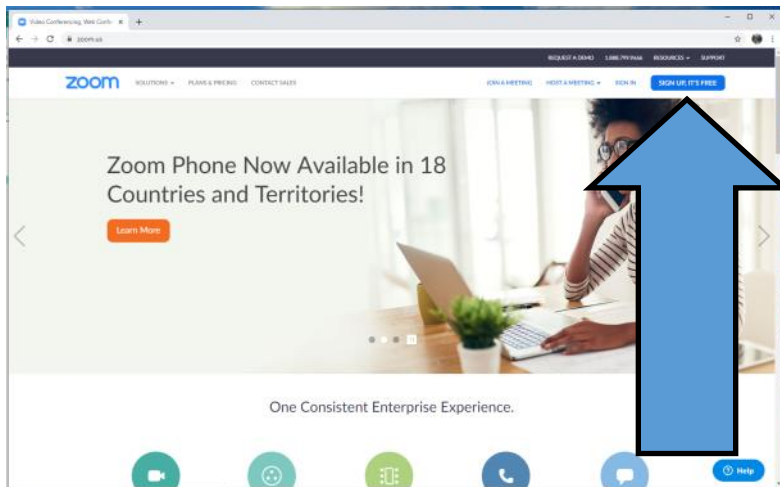
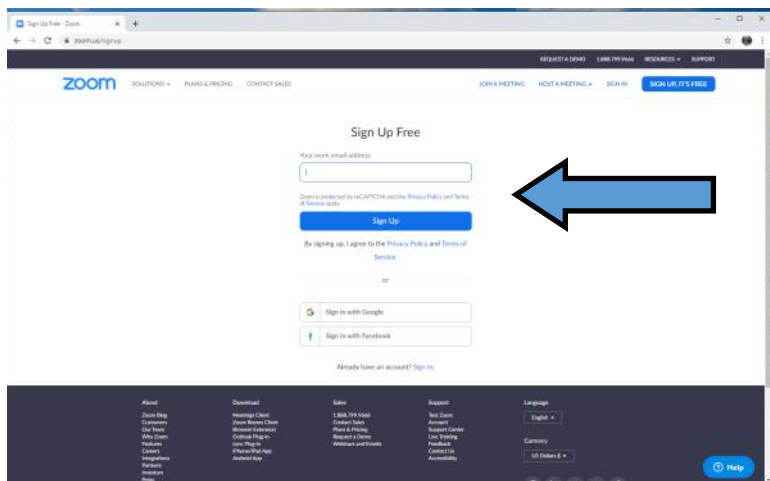


Using Zoom on your PC/Mac

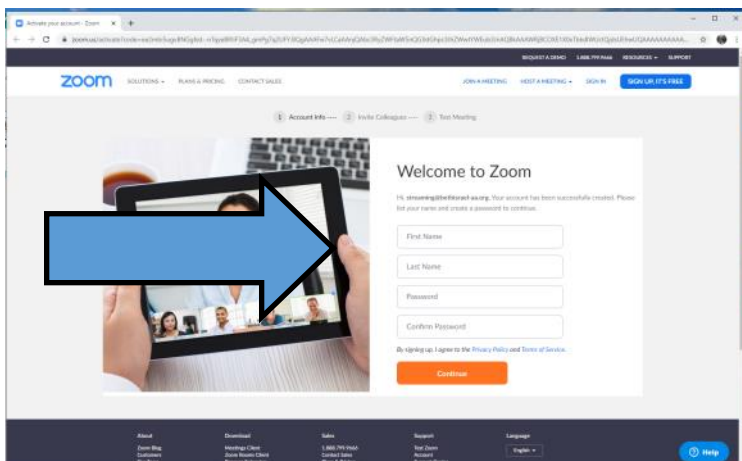


Step 1: In your web browser of choice go to www.zoom.us

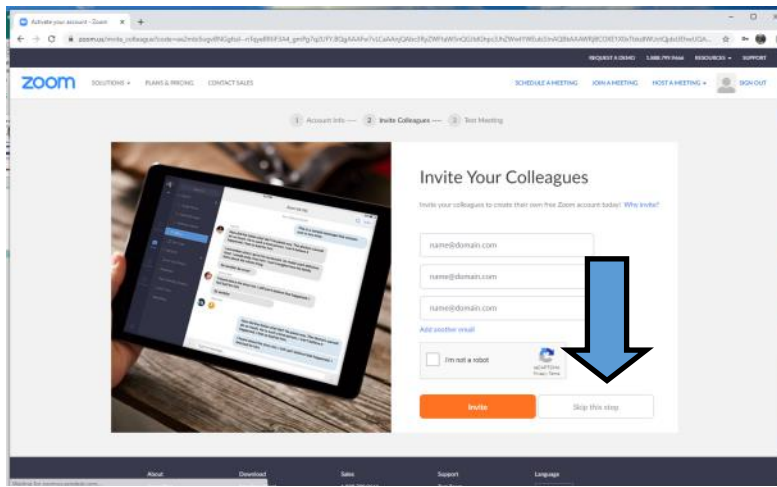
Step 2: Click the Sign Up, It's Free button in the top right corner of the screen. And yes, the account really is free.



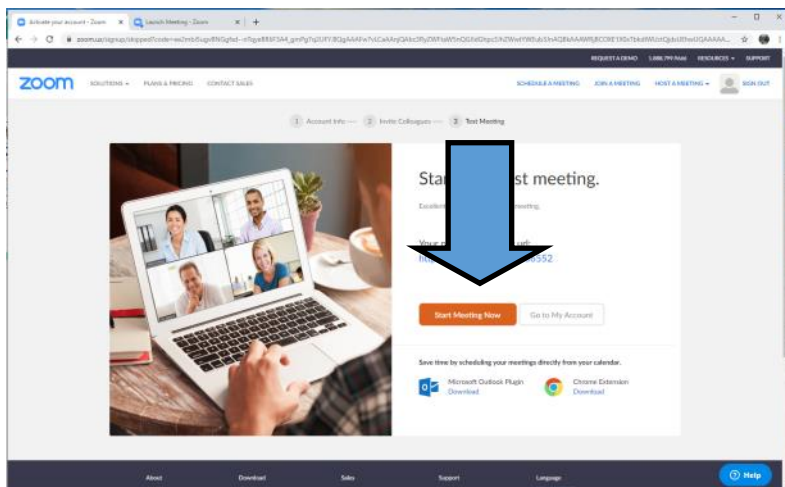
Step 3: Enter your email address and click Sign Up. You can log in with your Google or Facebook account but this is a more streamlined way of setting up an account.



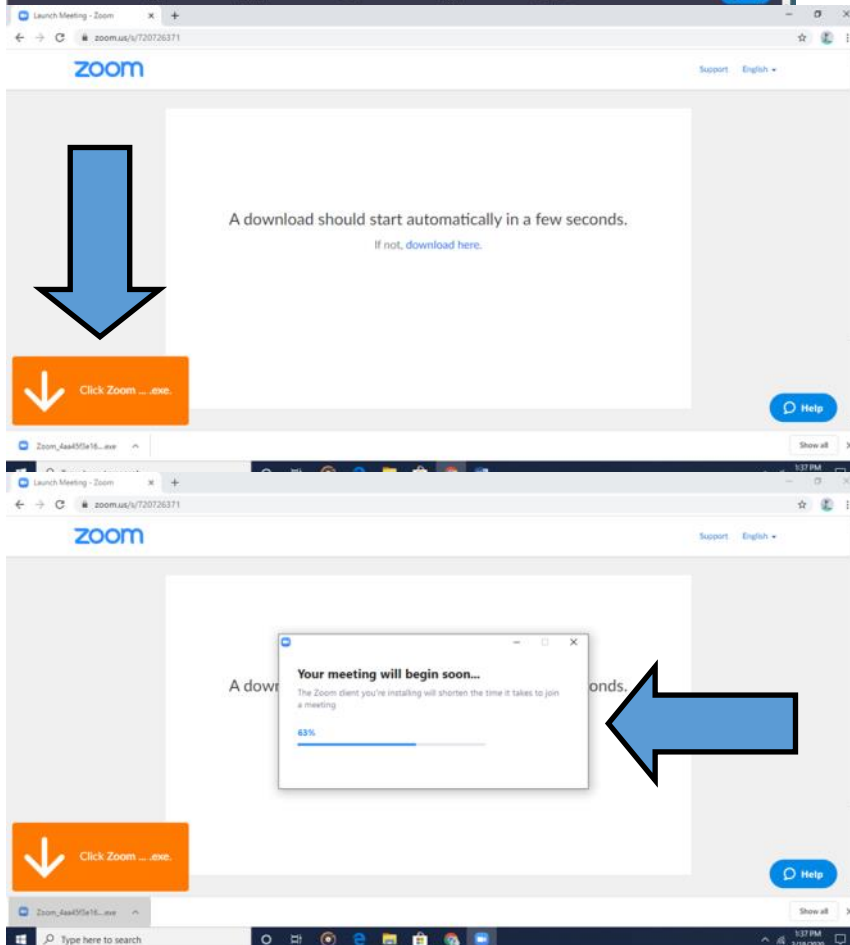
Step 4: After clicking the emailed activation link you will be asked for your First Name, Last Name, and to create password.



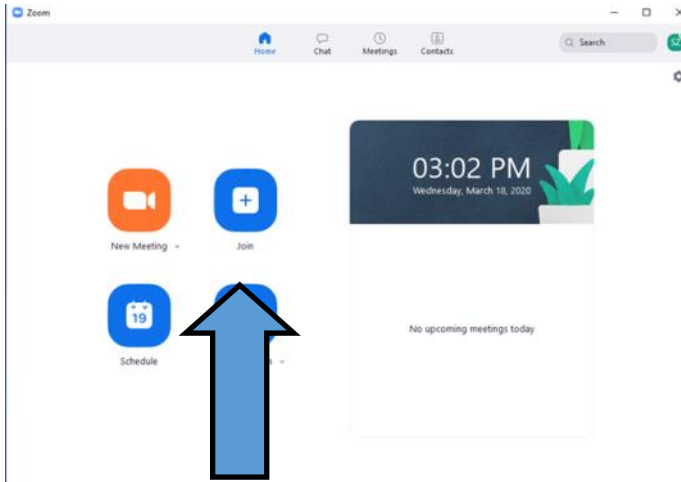
Step 5: This page asks you to invite colleagues, you can skip this step.



Step 6: This step tests the software on your computer to get it ready for you to join a Zoom Meeting. Click Start Meeting Now.

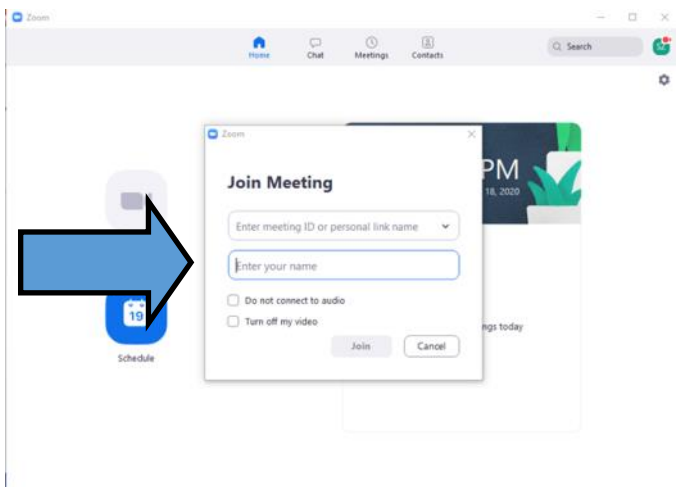


Step 7: After clicking Start Meeting you will be prompted to download Zoom onto your computer. This will allow the Meeting to operate more smoothly. A dialogue box with pop up showing the progress of the software installation.

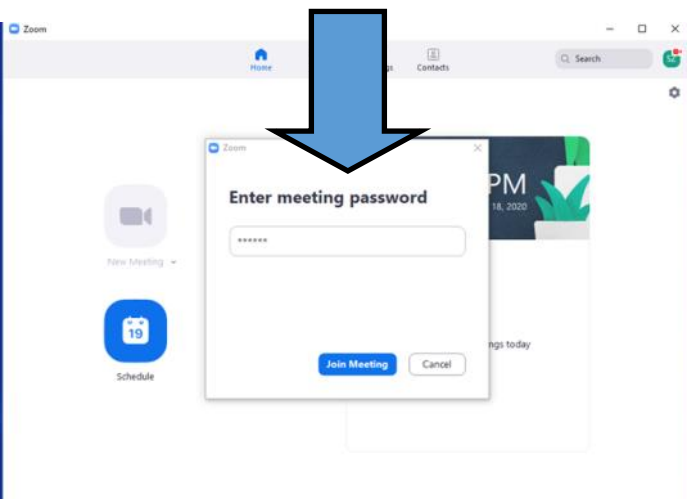


Step 8: The Zoom app should automatically open. Here is the way the main screen looks.

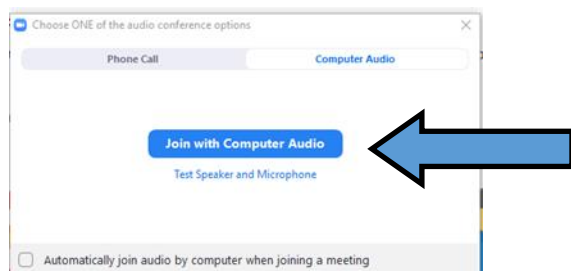
Step 9: To join a meeting, click Join.



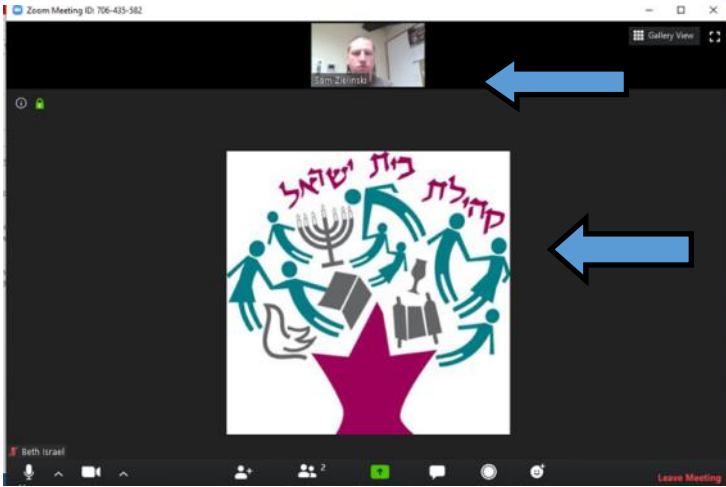
Step 10: Type in the meeting ID for the meeting you are trying to join. Oftentimes a weblink will also be included in Zoom Meeting invitations that eliminate this step.



Step 11: If applicable enter the meeting password.



Step 12: Join with Computer Audio. You should always join with Computer Audio.



You have now joined a Zoom Meeting! The host person's video is located in the middle where the Beth Israel logo is shown here. Your video and other participants are shown in the top portion of the screen.