

USING ZOOM

JOINING A ZOOM MEETING AS A PARTICIPANT

Created By: Jordan Cox, Modified: March 18, 2020

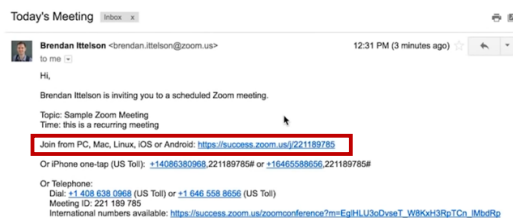
Summit Church utilizes the Zoom video conferencing platform to host web events and meetings. We are thankful for the opportunity we have as a church to continue meeting with one another online as we navigate through this season of uncertainty.

Create a Zoom Account

If you do not have a Zoom account, please visit <https://zoom.us/signup> to create a free account. Enter your personal or work email address and click Sign Up. A verification email will be sent to the email address you provided, so be sure to check your inbox and click the link inside the verification email to complete the setup process. As a meeting participant, you do not need to upgrade to a paid “Pro” account.

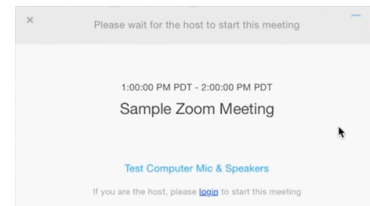
Join a Zoom Meeting

When receiving a Zoom invitation, you’ll see the Join link in the meeting invite (below). Click the link, and you’ll be prompted to download and run Zoom.

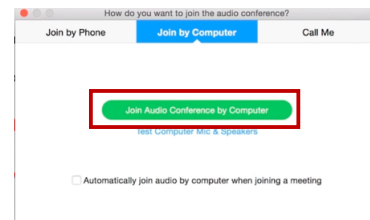


A “zoomusLauncher.zip” file will download. Simply unzip and click on the file to install the Launcher. If Zoom is already installed on your device, the app will automatically open and connect you to your meeting.

If the host hasn’t started the meeting, you’ll see a message stating “Please wait for the host to start this meeting”.



Once the host starts the meeting, the Zoom meeting window will appear where you can join your audio and connect your video. To join your audio, select the Join Audio Conference by Computer button. This should automatically appear once you join the Zoom meeting.



To connect your video, simply select the video camera icon in the bottom left hand corner of the Zoom meeting window.

