

How to Join a Zoom Meeting – step by step



How to Join a Zoom Meeting

Visit the YouTube link below to view a video demonstration of how to join a Zoom meeting or see the step by step instructions below.

<https://www.youtube.com/watch?v=vFhAEoCF7jg>

Step by Step Instructions

Either:

click on the Zoom link you have been provided with (it will look something like this: <https://zoom.us/j/145360416>)

Or

2. Go to <https://zoom.us/join> and Enter the Meeting ID that you have been provided with in the appropriate field and click 'Join' (the Meeting ID will be a 9 or 10 digit number)



If joining from a mobile Device

If you are joining from a mobile device (Android smartphone/tablet, Apple iPhone/iPad) then it will simply prompt you to download the Zoom Cloud Meetings app from the App/Play Store.

See [here](#) for more details

If joining from a computer

When entering a Zoom meeting for the first time from a computer you will need to download a small application file.

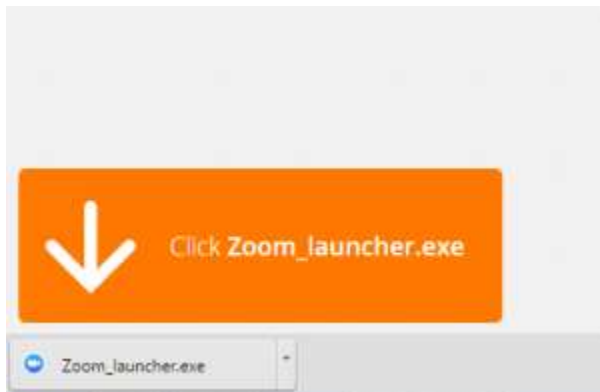
This process is easy to complete on all commonly used browsers. The examples below are shown using Mozilla Firefox and Google Chrome.

Mozilla Firefox

Click 'Save File' and follow the instruction in the orange box.



Google Chrome



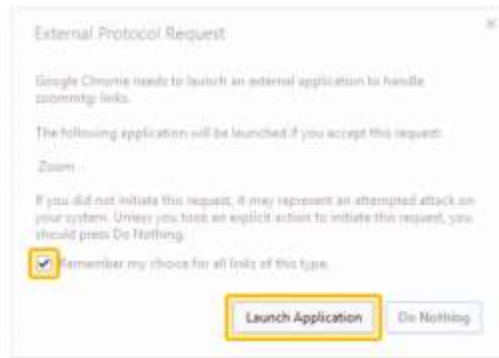
Google Chrome should automatically download the file and point to it as shown above. Clicking on the Zoom_launcher.exe file will install Zoom, there will be a short pause before a blue progress bar appears indicating the installation.

If an 'Application Launcher' or 'External Protocol Request' box appears simply tick the '*Remember my choice...*' option box and then click 'OK'

When prompted, select **Launch Application**.



If nothing prompts from browser, try again or [download & run Zoom](#).



If nothing prompts from browser, [download & run Zoom](#).

Just before entering the meeting you will be prompted to enter a display name. This name is simply to identify you in the meeting



Join Audio via Computer

You will then be prompted how you wish to join your audio. If you wish to join audio via the telephone, follow the instructions further down, otherwise simply select Join Computer by Audio (*TIP: by ticking the "Automatically join audio by computer..." option box first, will mean you won't get prompted again in the future*)



Join via Telephone

If you are unable to join from Zoom on a computer or mobile device, then you can join on the telephone instead.

If you would like to attend a Zoom meeting via telephone, dial the phone number provided in your meeting invitation. Then enter the Meeting ID and PIN (if required) when prompted.

Please note calls will be charged at standard rates.