

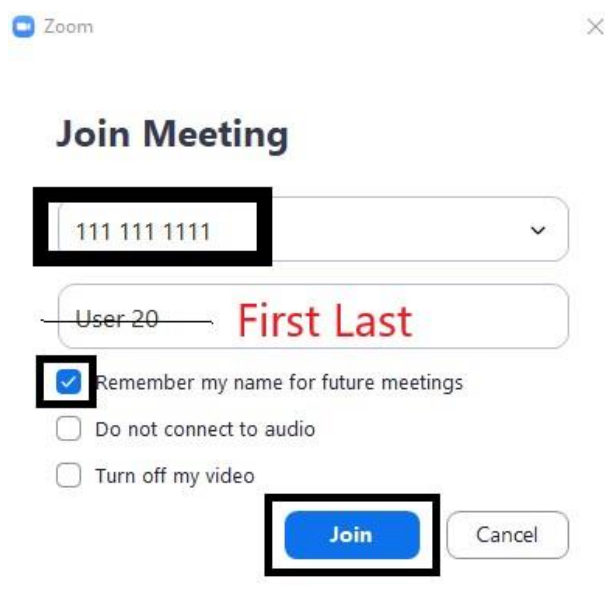
ACCESSING ZOOM FROM A PC

1. First, you will want to download the Zoom client to your PC. You can do that here: https://zoom.us/download#client_4meeting
2. Once the Zoom Client is downloaded, open it, and select 'Join a Meeting'



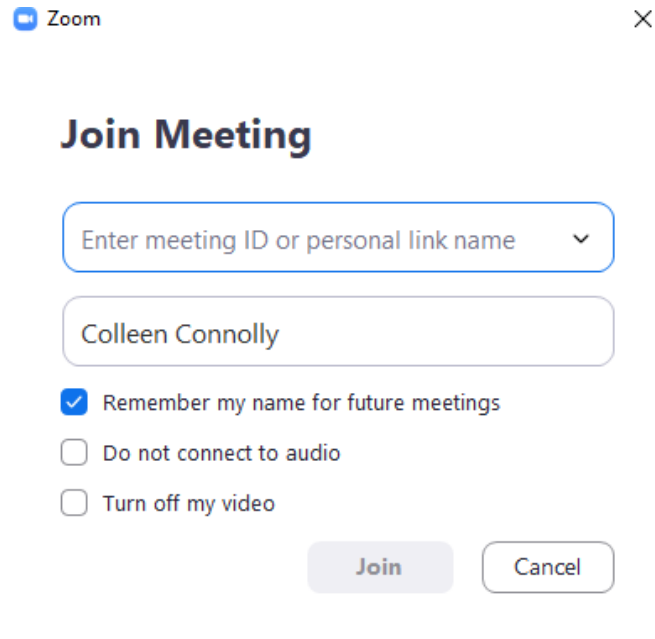
3. Type in '111 111 1111' as a 'fake' meeting ID and input your FIRST NAME and LAST NAME (if it is not already there), select 'Remember my name for future meetings' and click 'Join'

**Teachers will not admit unknown names from the waiting room; please make sure you are using the first and last name you booked your appointment with.*



4. You will get an 'Invalid Meeting Error' – but will notice next time you click 'Join a Meeting' that your First and Last Names are saved as your display name.

**Once you click on your provided Zoom Links from your teachers, it will automatically open the Zoom Client and keep your saved display name.*



The image shows a screenshot of the Zoom application's 'Join Meeting' dialog box. At the top left, there is a Zoom logo and the word 'Zoom'. At the top right, there is a close button (an 'X' icon). The main heading is 'Join Meeting'. Below the heading is a text input field with the placeholder text 'Enter meeting ID or personal link name' and a dropdown arrow on the right. Underneath this is another text input field containing the name 'Colleen Connolly'. Below the name field are three checkboxes: the first is checked and labeled 'Remember my name for future meetings'; the second is unchecked and labeled 'Do not connect to audio'; the third is unchecked and labeled 'Turn off my video'. At the bottom right, there are two buttons: 'Join' and 'Cancel'.