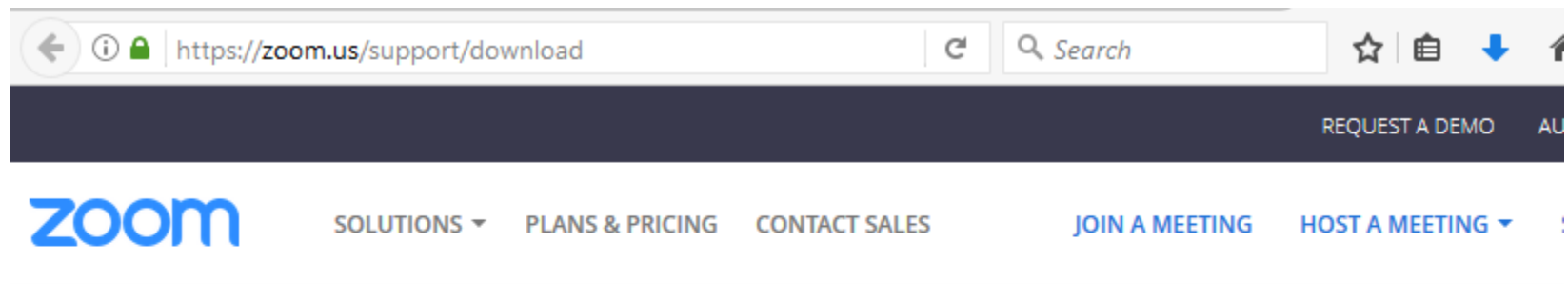


Zoom Video Conferencing on PC or Laptop

These instructions are specific to the PC/laptop version of
Zoom on Microsoft Windows

There are different instructions for using Zoom on an
Android tablet, and on Apple iPad

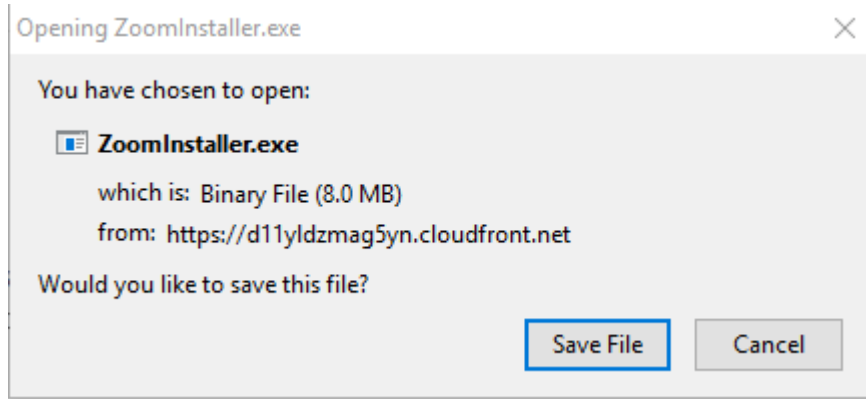
Download Zoom from <https://zoom.us/download>



We're now downloading Zoom ...

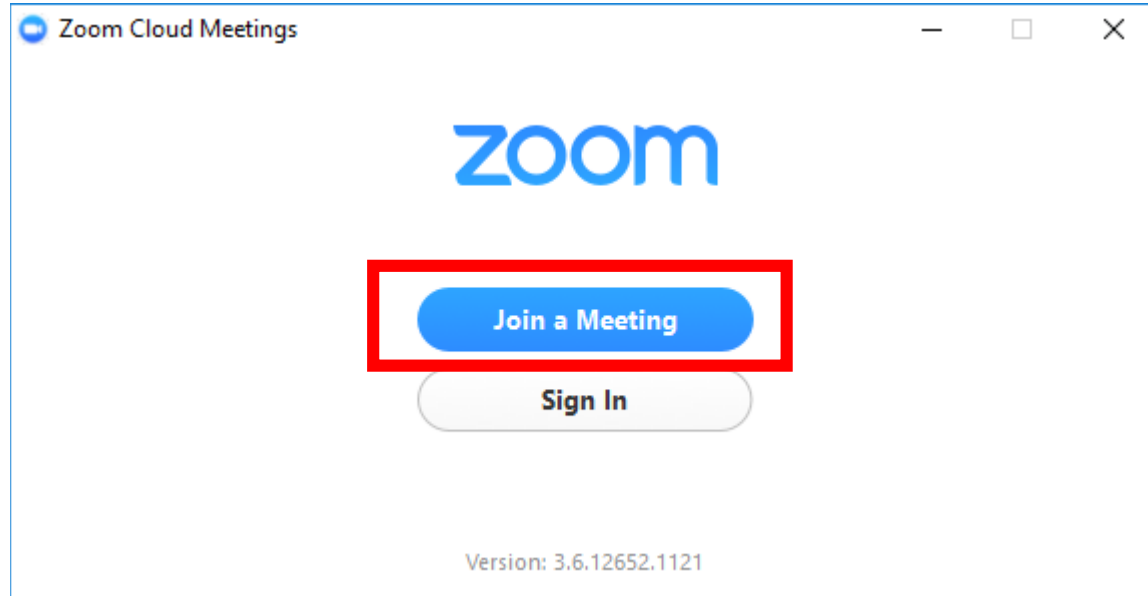
Your download should automatically start within seconds.
If it doesn't, [restart the download](#)

Save the installer and then start it

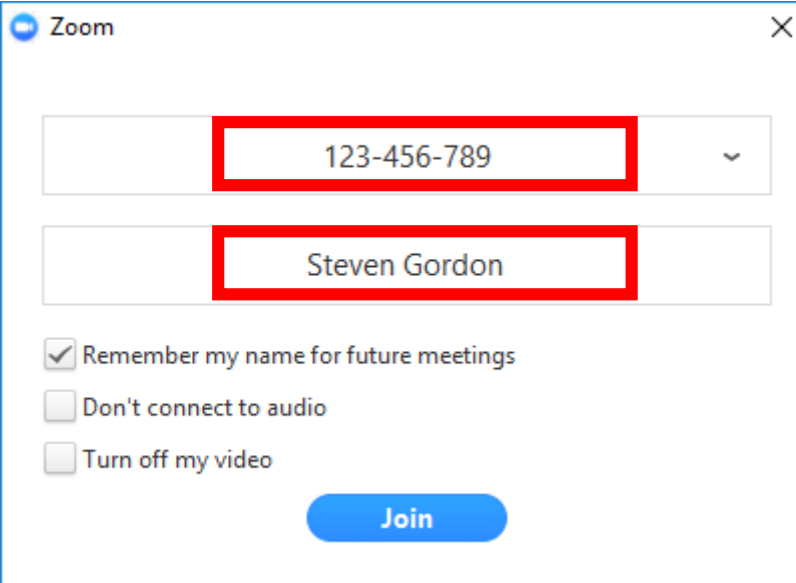


Join a Meeting

- not necessary to sign in



Enter 9 digit Meeting number and enter your name



The image shows a screenshot of the Zoom application's 'Join Meeting' dialog box. The window title is 'Zoom' with a close button (X) in the top right corner. The dialog contains two input fields: the first is for the meeting ID, containing '123-456-789', and the second is for the user's name, containing 'Steven Gordon'. Both input fields are highlighted with a red rectangular border. Below the input fields are three checkboxes: 'Remember my name for future meetings' (checked), 'Don't connect to audio' (unchecked), and 'Turn off my video' (unchecked). At the bottom center of the dialog is a blue 'Join' button.

Zoom

123-456-789

Steven Gordon

Remember my name for future meetings

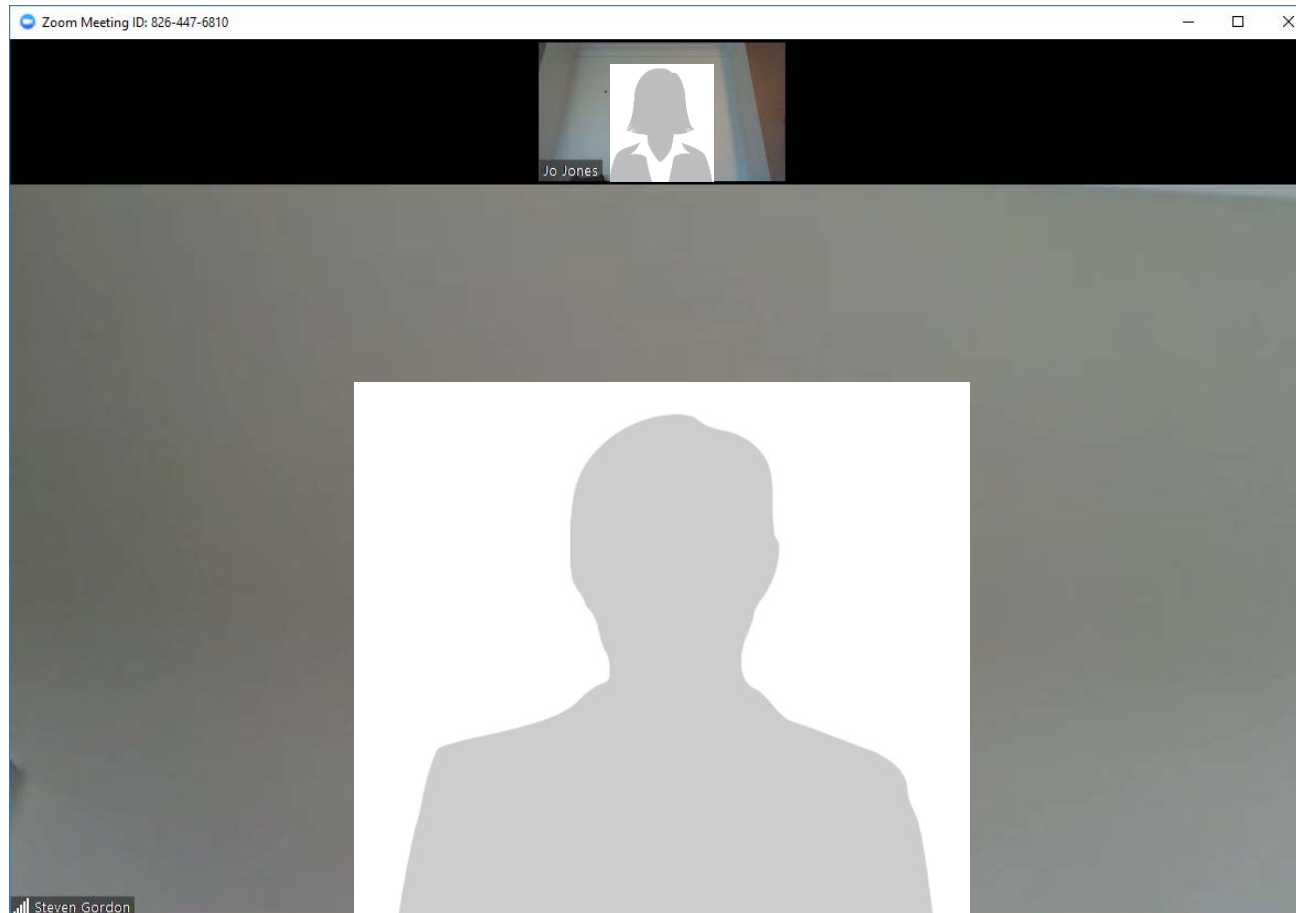
Don't connect to audio

Turn off my video

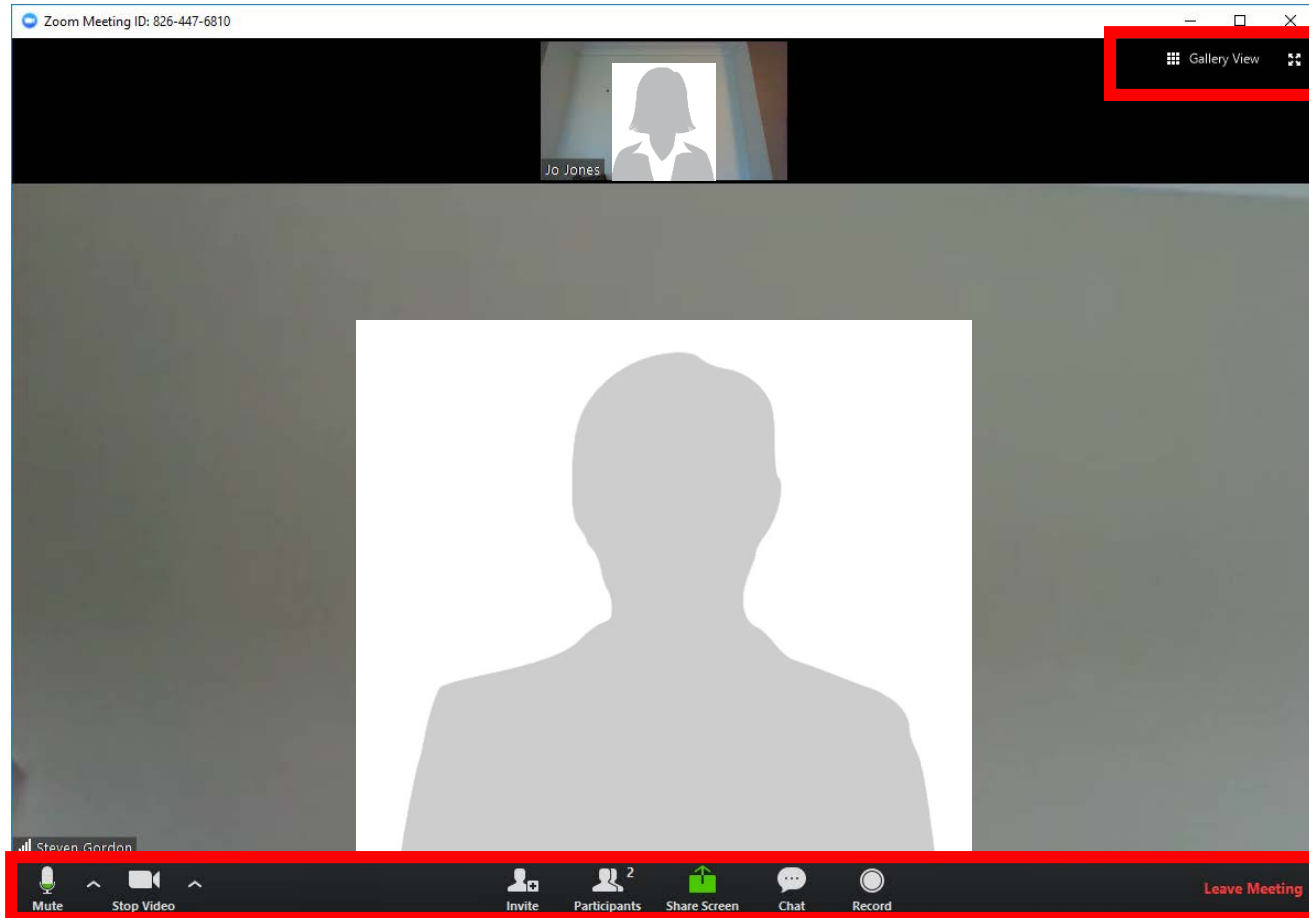
Join

The Main Screen

Speaker View shows the current speaker

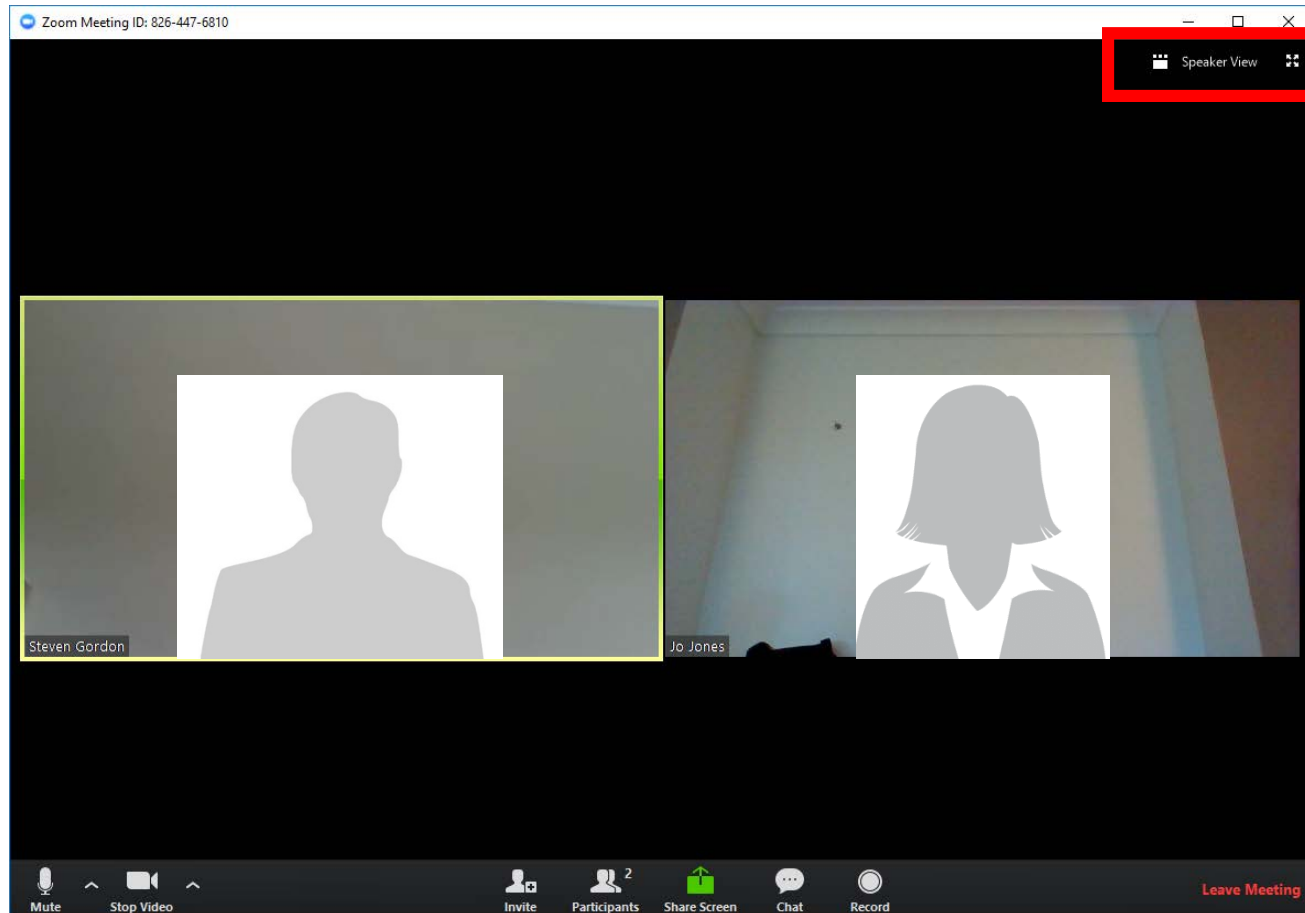


Menu is displayed if you hover mouse over main screen

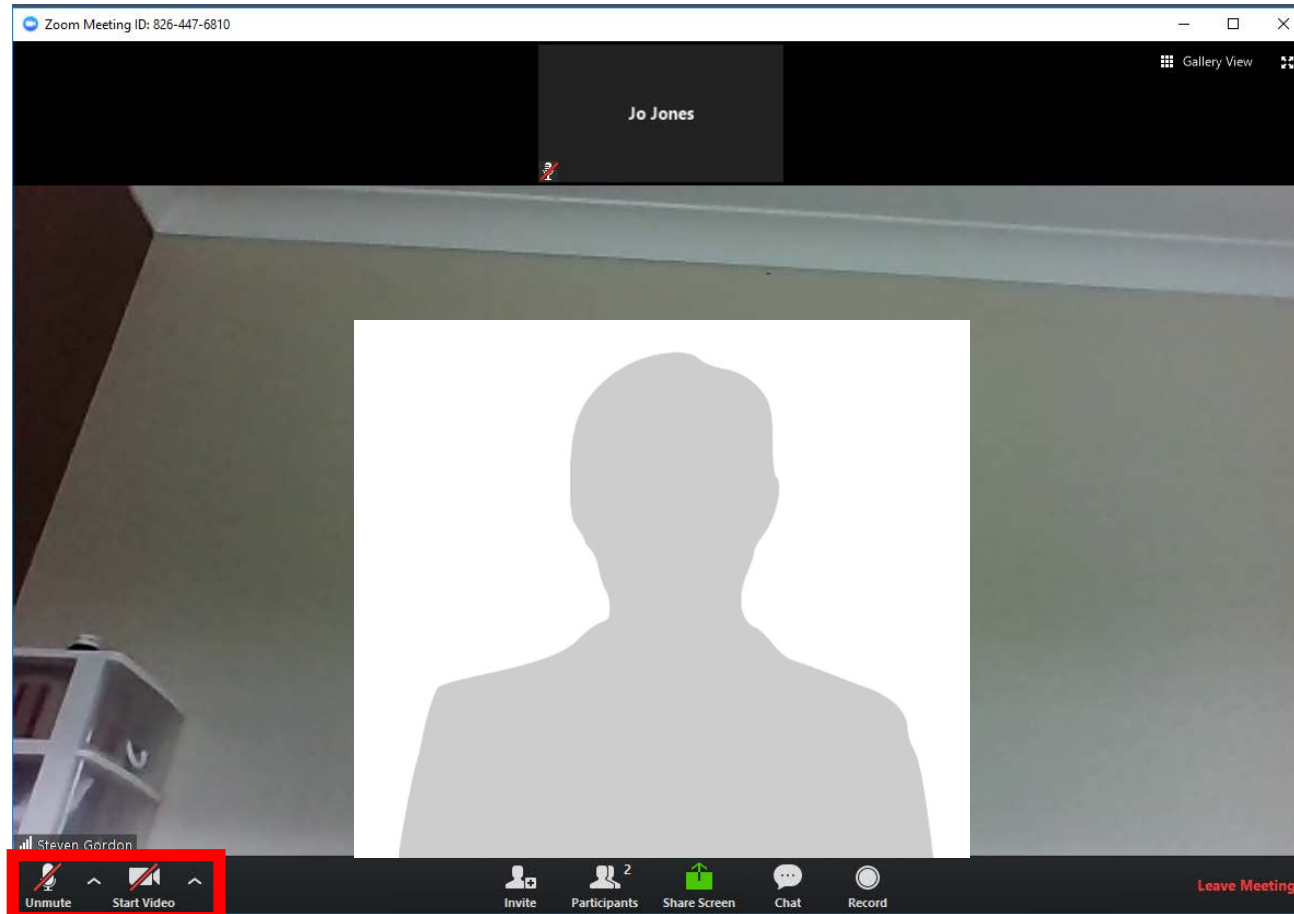


Gallery view shows all participants

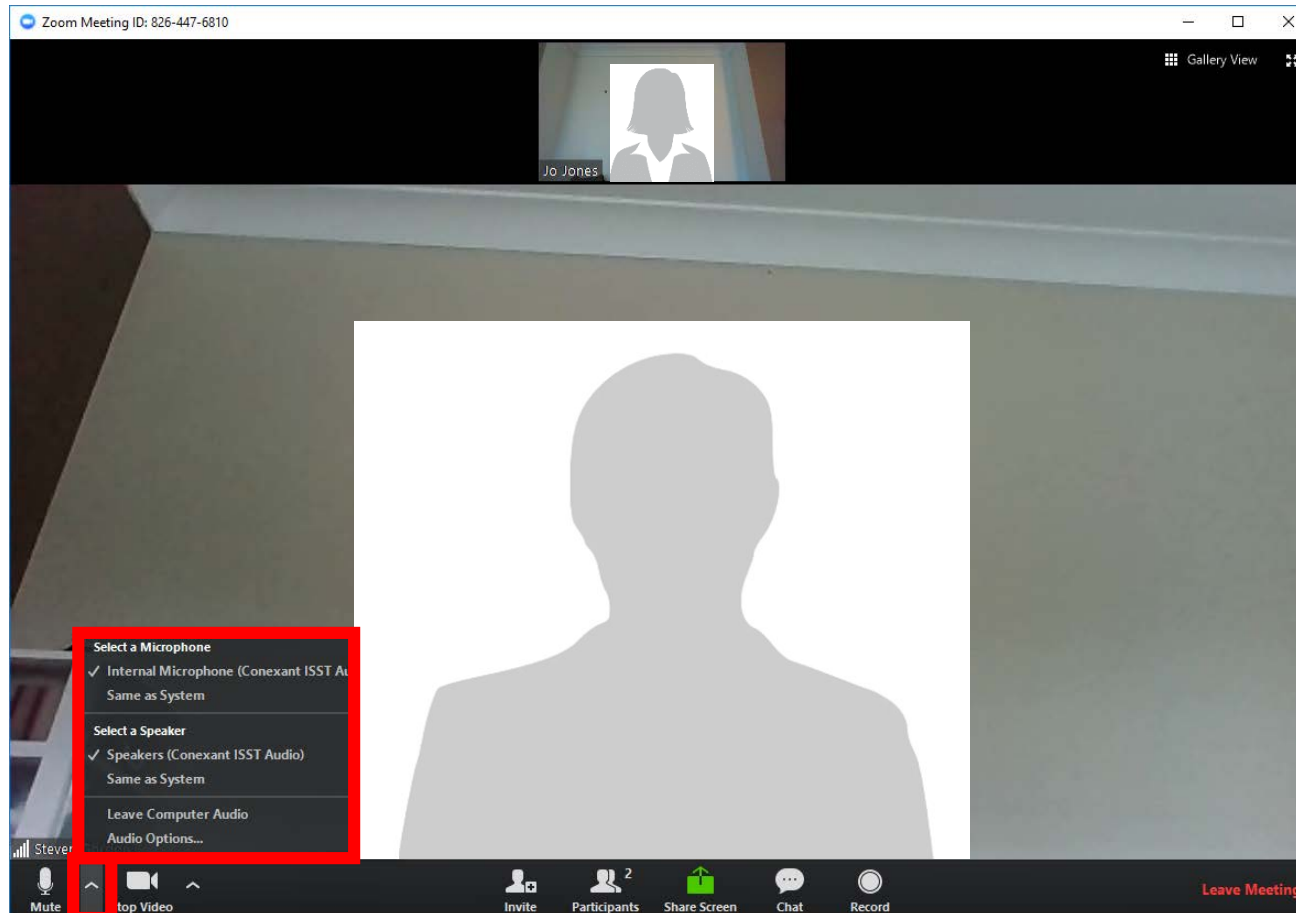
Switch between Speaker, Gallery and Full Screen Views



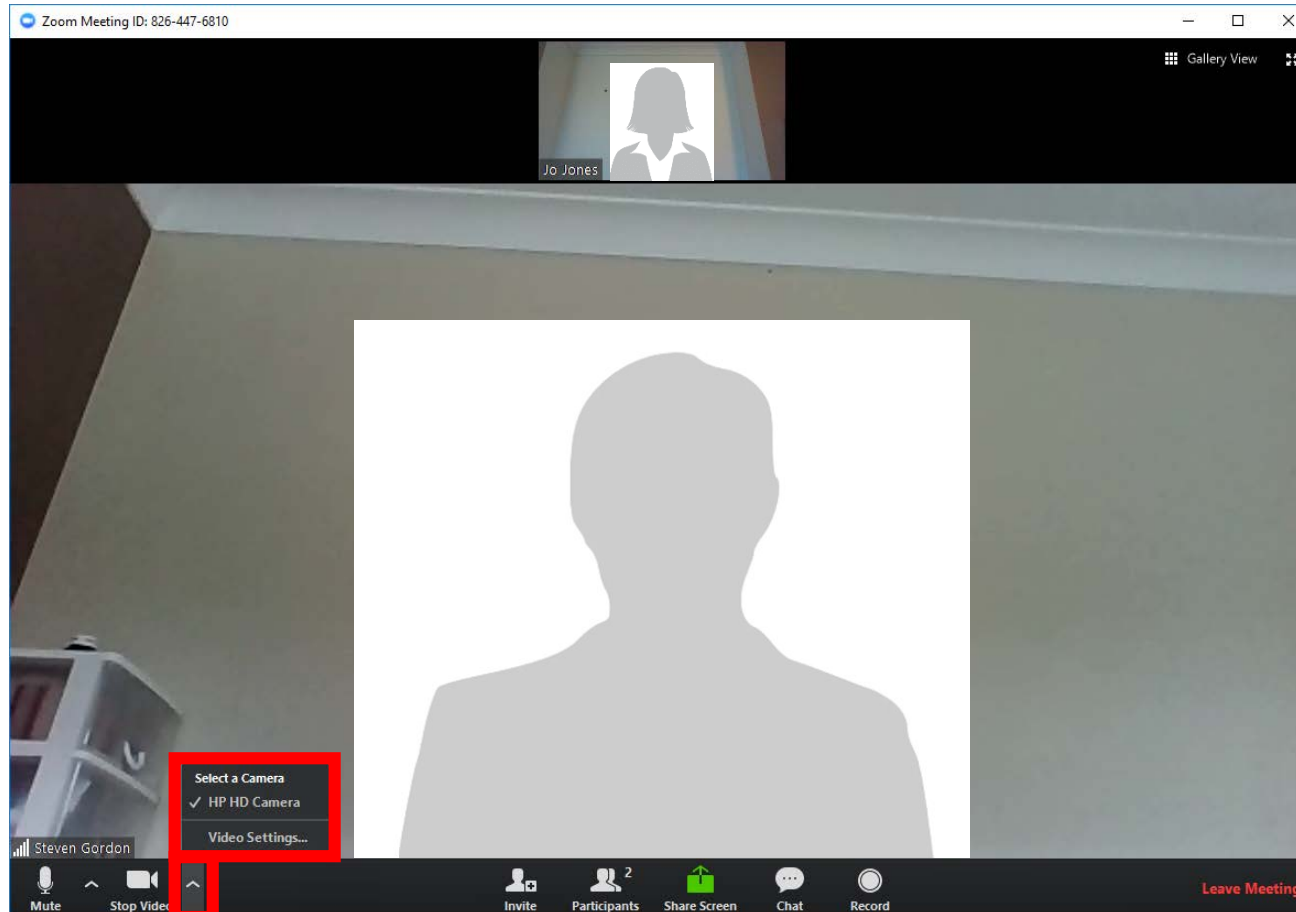
Mute Audio (Microphone) and/or Video (camera)



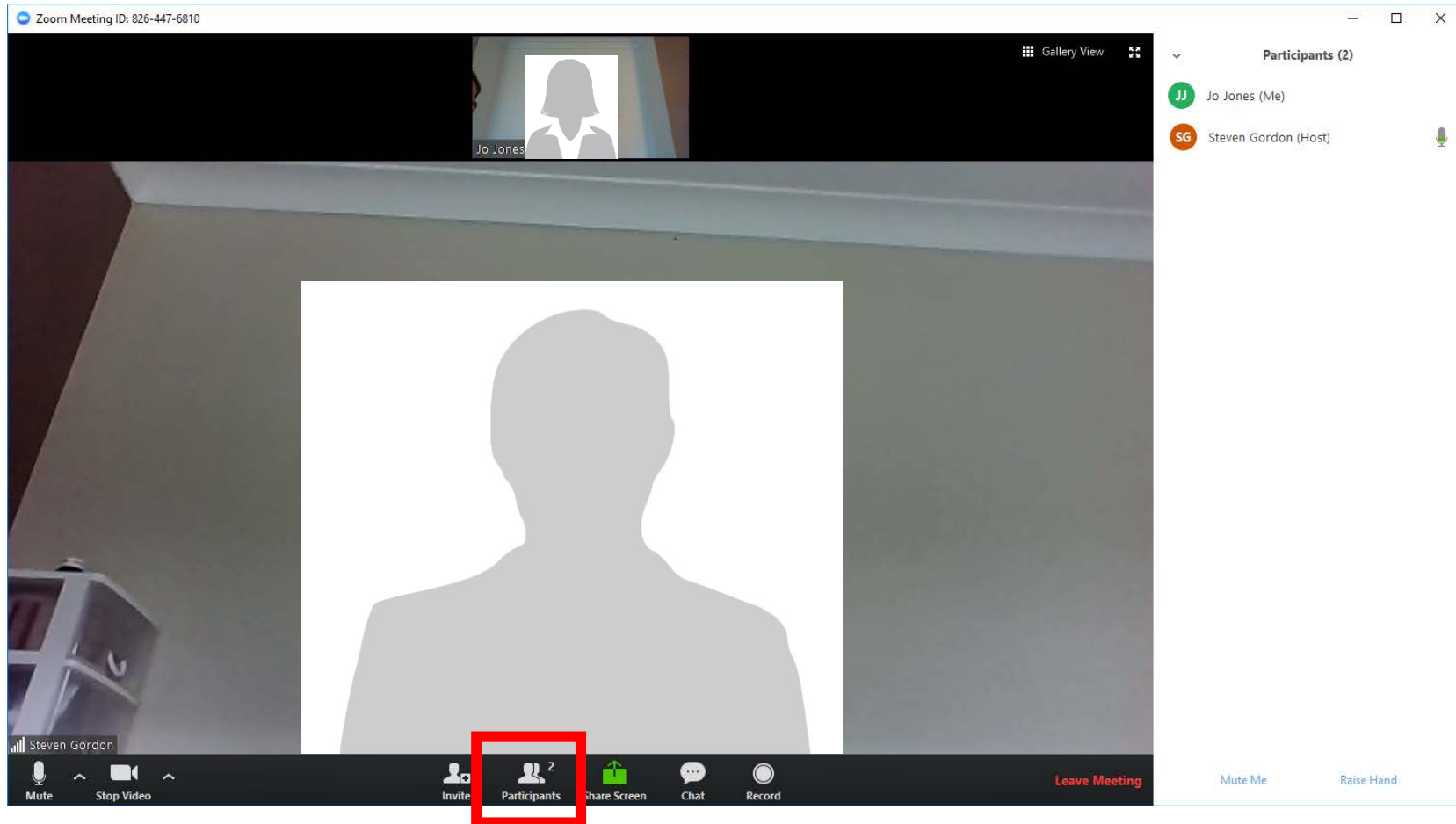
Change your microphone or speakers



Change your webcam

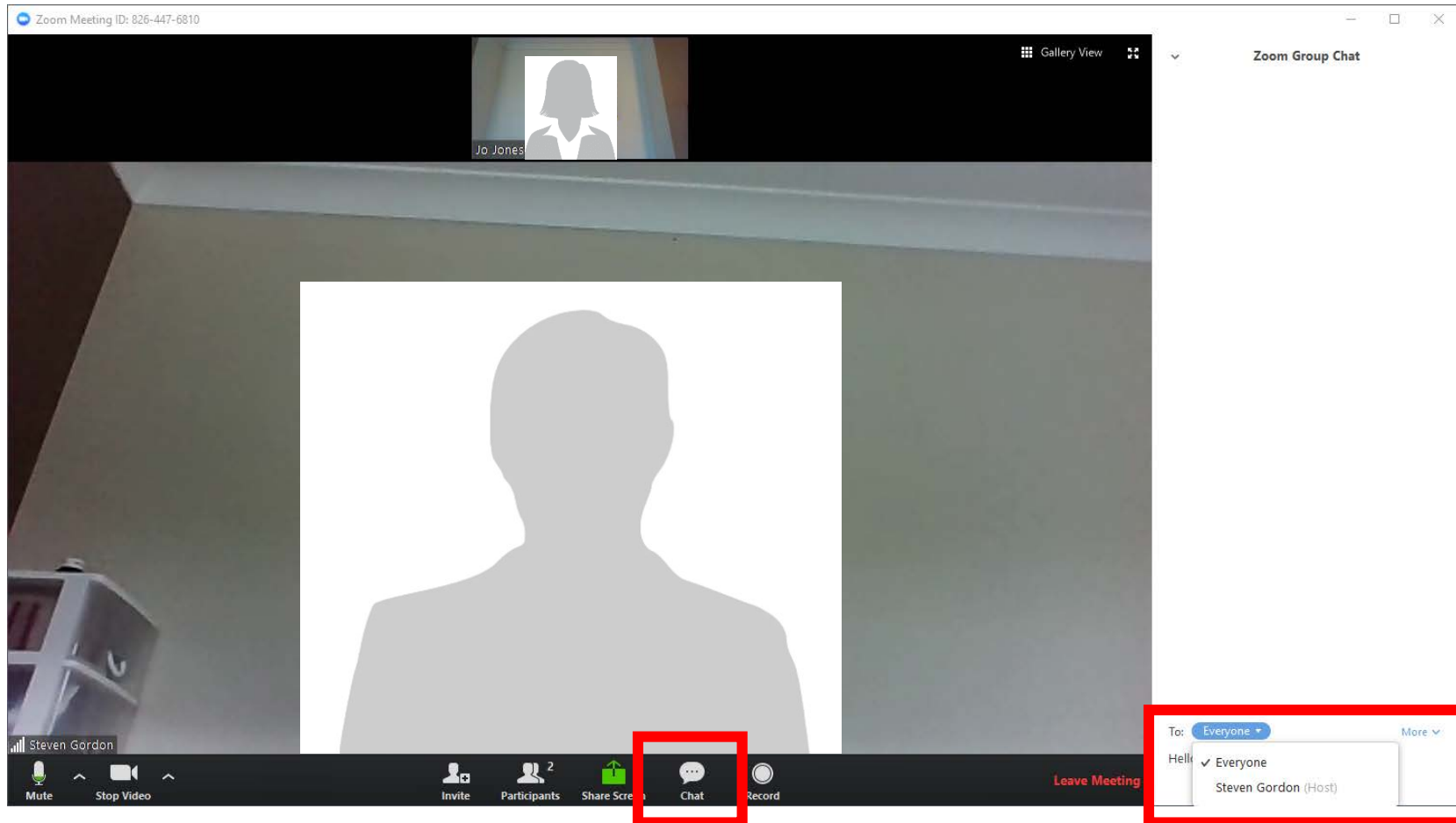


View all meeting participants



Text chat with participants

You can choose to send a private message or send to everyone



Leave Meeting button on bottom right

