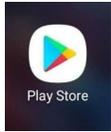


# Using an Android phone for Zoom

1. **Install the Zoom App on your device.** Find the "Google Play Store" on your device. Either search for it or find it in your Apps.

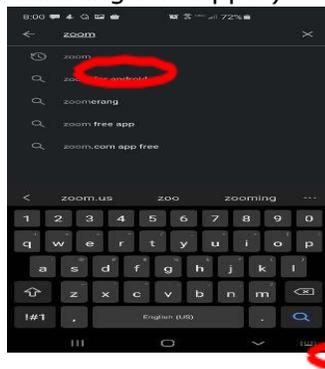


Click on Play Store to go there.

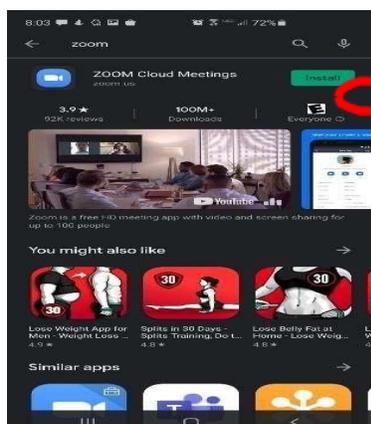


Click Here

In the search bar that is on the top of the screen in Play Store type **Zoom**. (Make sure you searching for "Apps")



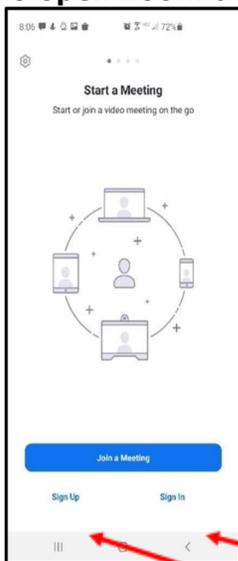
Type Zoom" then click Mag Glass



Click "Install"



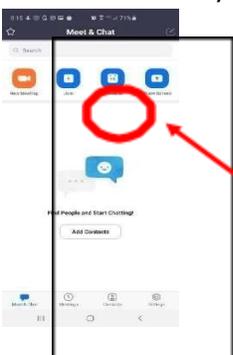
**2. To open Zoom** click this



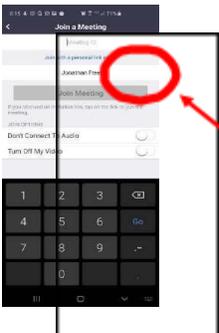
If you already have a Zoom account select "Sign In"

If you do not have a Zoom account yet select "Sign Up" To sign up enter your information. It will ask you to verify your email address. Then you will receive a link, you need to go to your email account to answer and verify that email message. Make sure to remember the password you create so you can log in again later.

**3. Getting to a Zoom meeting.** Usually you just need to click on the link your meeting host has sent to you in an email. **H owever, if** that link doesn't work, after signing in,



you need to "Join" a meeting.



using the Meeting ID that is included in the invitation received from the host of the meeting.



**4. Entering a meeting.** Once you have used the link or entered the ID the host must okay you to get into the meeting



Zoom will ask you if you want to share your screen, be AWARE that this means everyone in the meeting will be able to see you using the front camera on your device. You do not have to share your video. Zoom will also ask if you want to "call in via device audio", agree to this unless your device doesn't support audio.



**5. Using Zoom during a Meeting.** At the bottom left corner select the microphone icon



to mute or unmute yourself. Sometimes if you know you will mostly be listening, muting yourself is a good idea. Like the camera is seeing everything, when you are unmuted everyone will hear what is going on at your home so be aware of that. Remember to unmute yourself when you want to participate in the call and be heard.



Use the video icon to adjust your video. The main screen will display with the person that is speaking at that time. You can scroll left to right to see all of the participants in the Zoom meeting.



## Using a Windows computer for Zoom

Instead of Step 1 above, go to **zoom.com** and click on "Download". Then click on the downloaded file, zoominstaller.exe. After signing in, the invitation link should always work.