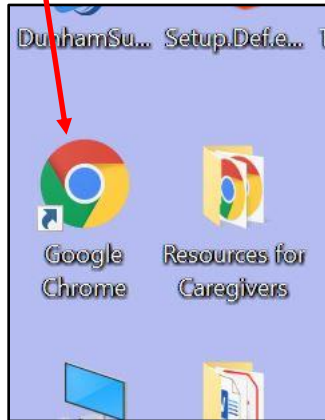


Downloading Zoom to Access Online Meetings

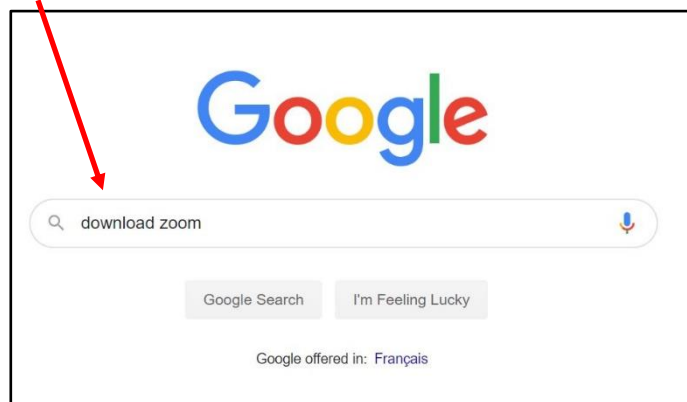
Step 1

Open your internet browser, Google Chrome is recommended for using Zoom.



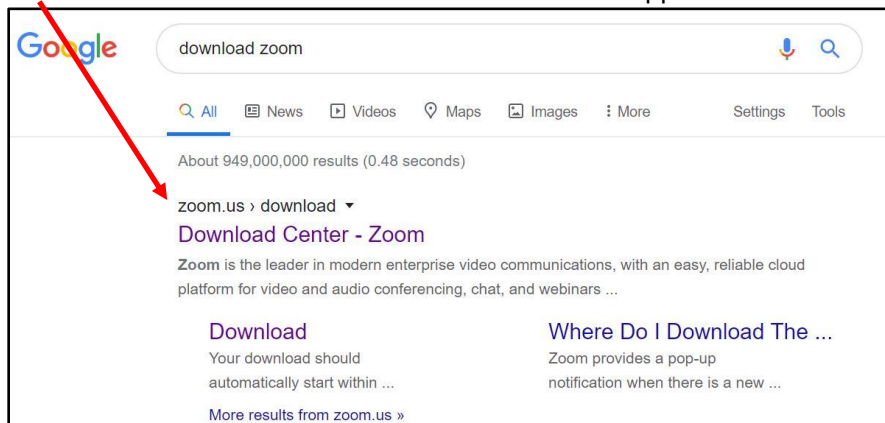
Step 2

Type "download zoom" into the Google search bar.



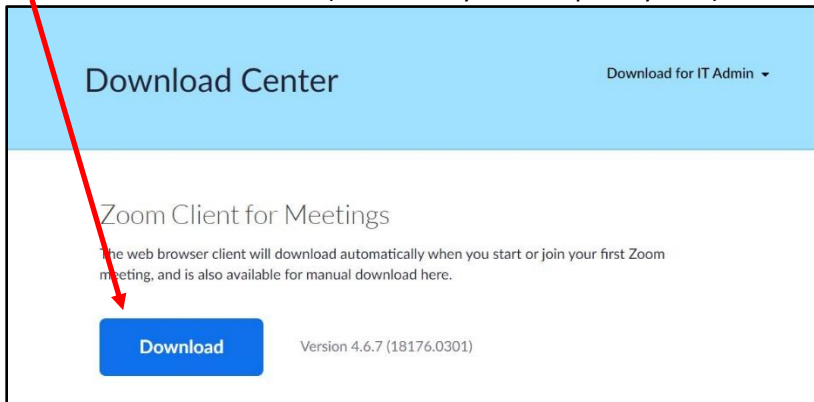
Step 3

Click the link called "Download Centre – Zoom" that appears in the results.



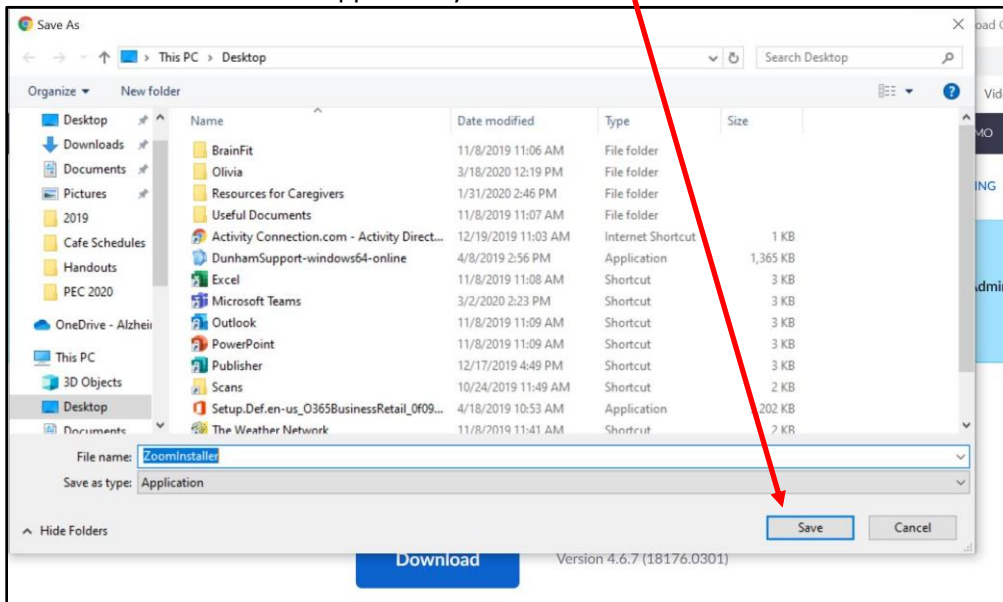
Step 4

Click the download button (don't worry it's completely safe).



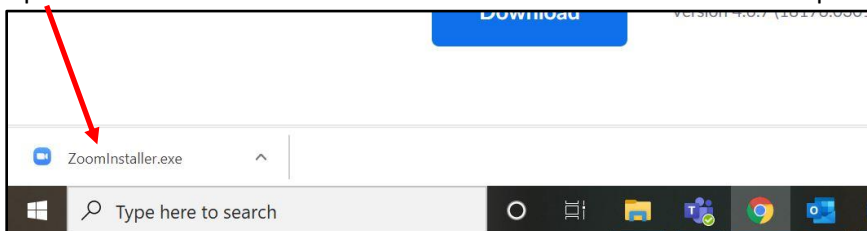
Step 5

A box called "Save As" will appear on your screen. Click the Save button.



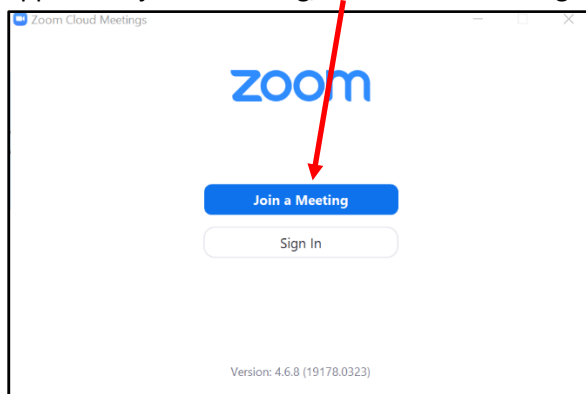
Step 6

Open the tab labelled "ZoomInstaller.exe" and allow for installation process to begin.



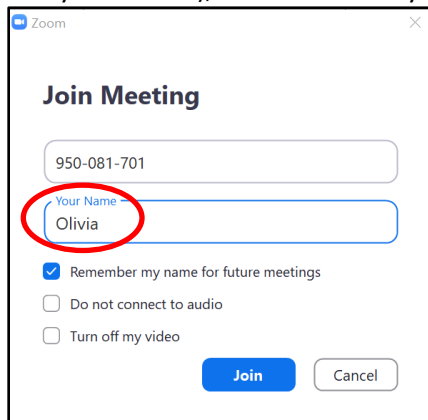
Step 7

When Zoom runs on your computer for the first time a pop-up box labelled “Zoom Cloud Meetings” will appear. To join a meeting, click “Join a Meeting”.



Step 8

A pop-up box will appear labelled “Zoom” which will give you the option to enter a meeting ID (either the link sent to your email or the link you found on our website) which you can copy and paste into the text box. The next option is to enter your display name (this is what will appear in the meeting for everyone to see), feel free to use your first name or initials.



You are now done installing and setting up Zoom. Well Done!

Thank you for using this guide.