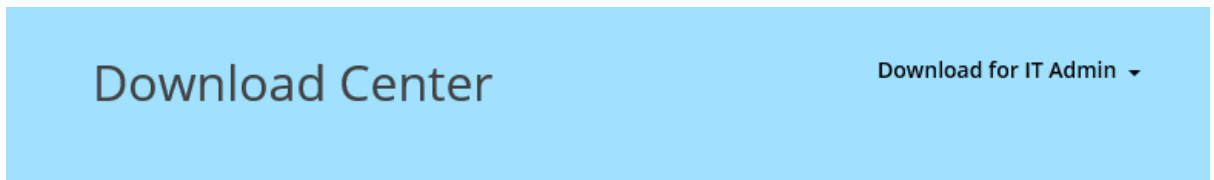


Installing Zoom

1. Install the Zoom software from the Zoom website URL: <http://zoom.us/download> and download Zoom Client for meetings



Zoom Client for Meetings

The web browser client will download automatically when you start or join your first Zoom meeting, and is also available for manual download here.

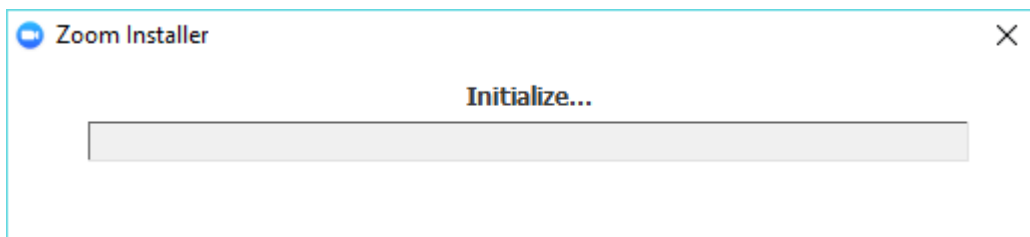


Version 4.0.29656.0413

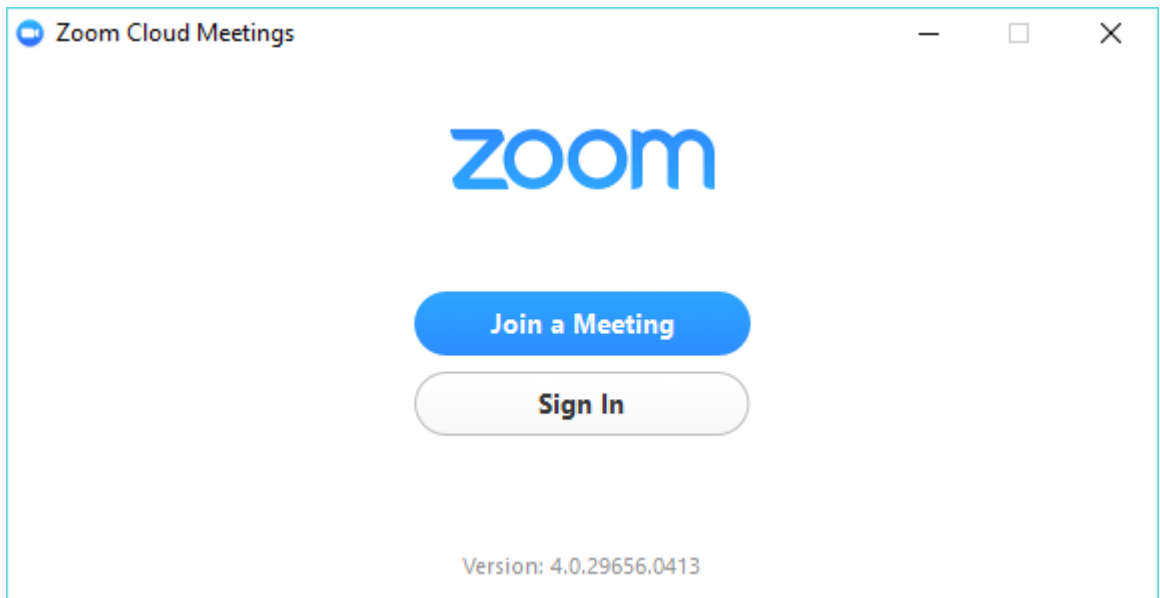
2. Click download and then click run



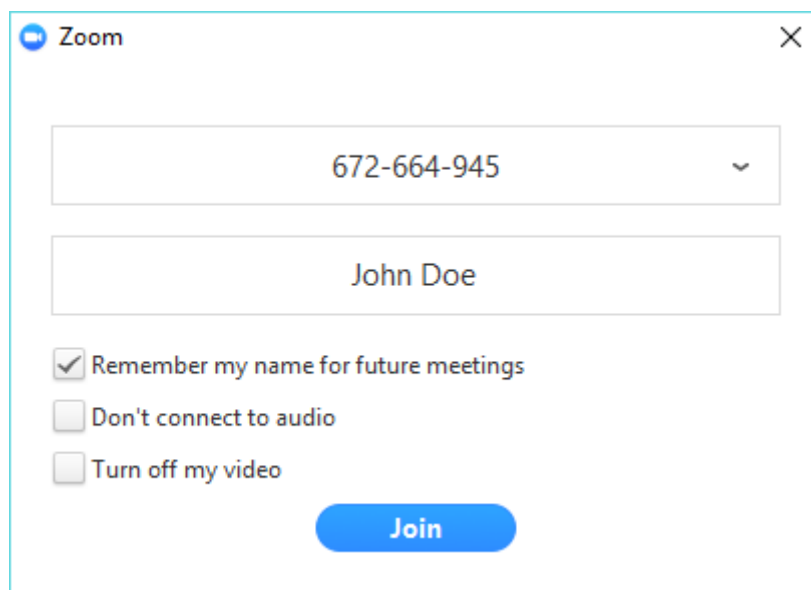
3. Wait whilst the program installs



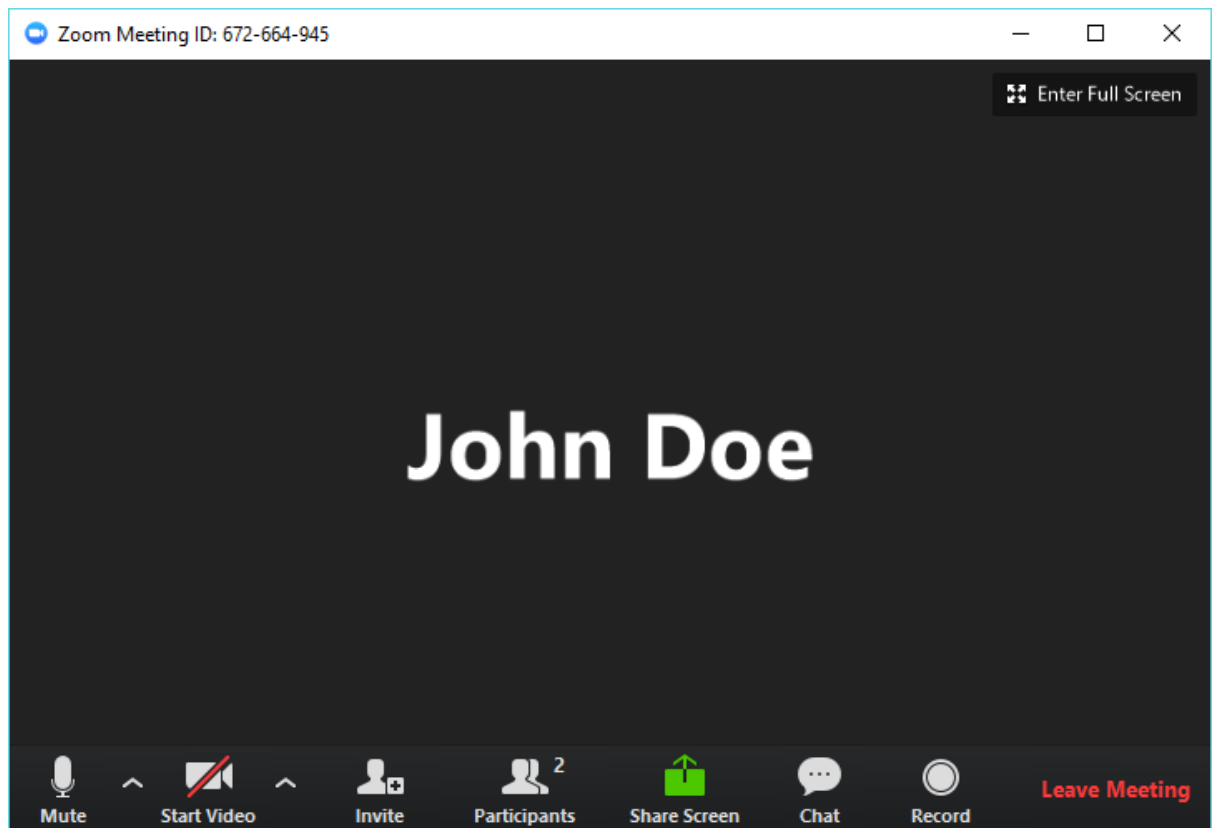
4. Once the program is installed a window like this will open up
To join a meeting click “join a meeting”



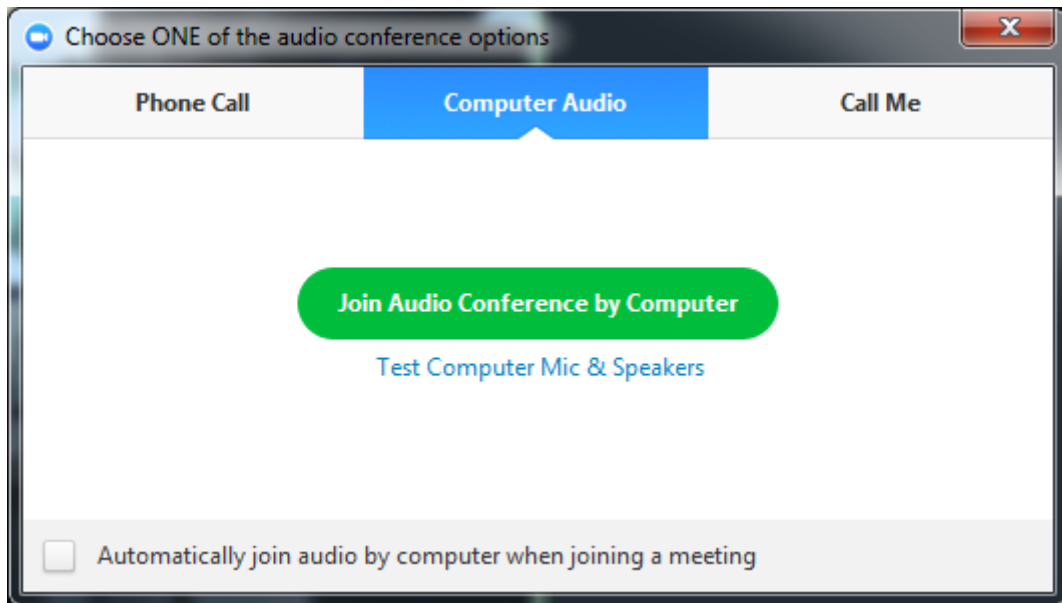
5. Fill in the details of the meeting room and screen name and
then click join



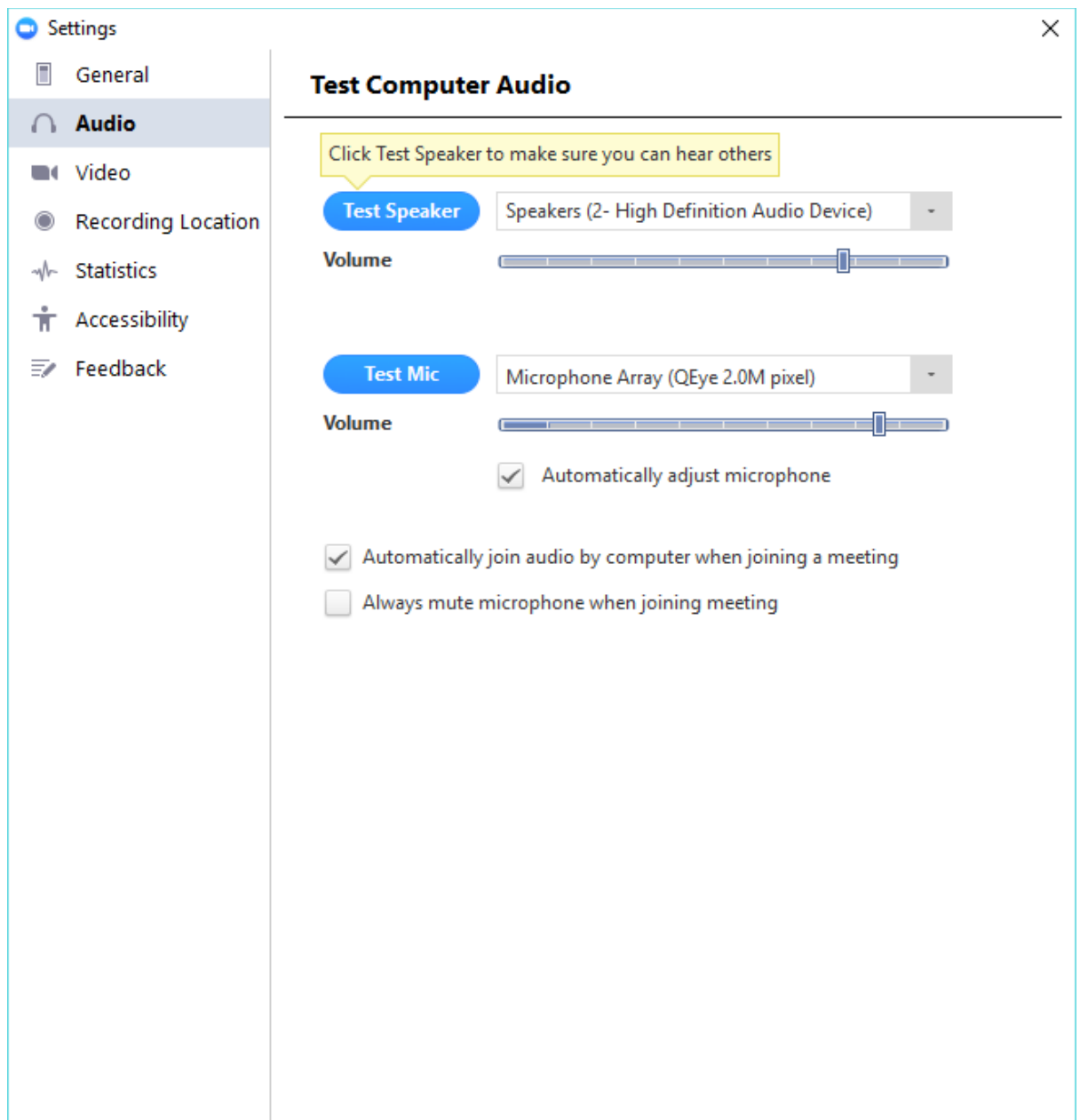
6. Fill in the details of the meeting room and screen name and then click join and the following screen will open



7. This window will open up. Click Test mic & speakers



8. Click test speaker and you should hear a noise come through your speakers if no noise is heard select different from the drop box to the right.
9. Next test the mic by speaking clearly into the mic. You will see the bar move to the right when you speak



10. Once the test is complete close the window and you are good to go.