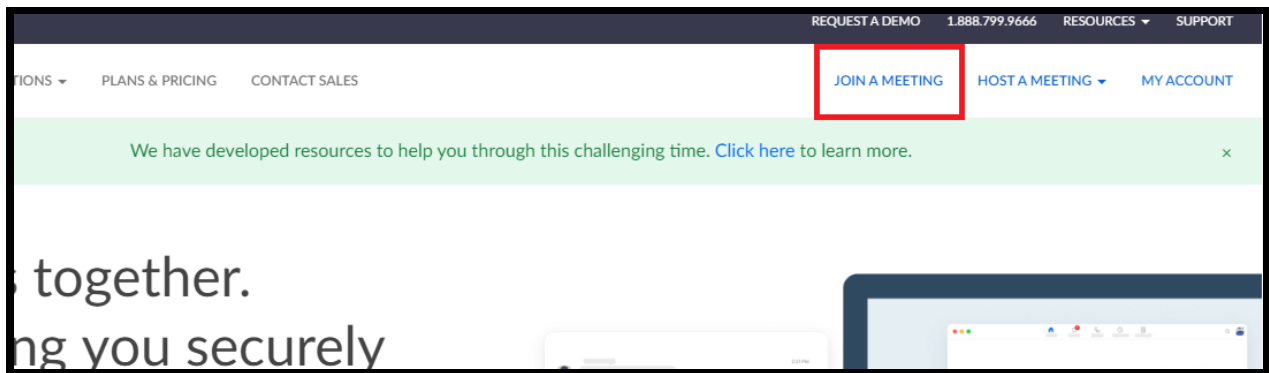
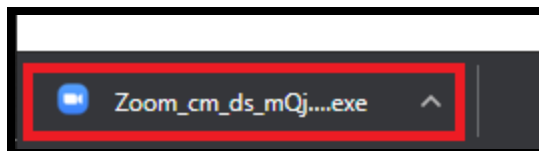


This guide will direct you to connecting to a zoom meeting created by another person.

1. If a link to the Zoom meeting was shared click the link first.
  - a. If a link was not shared you will need the Meeting Identification and Password(if applicable)
  - b. Once you have the Meeting ID and Password you will go to [join.zoom.us](https://join.zoom.us)
  - c. In the upper right hand corner, you will click on **JOIN A MEETING**.

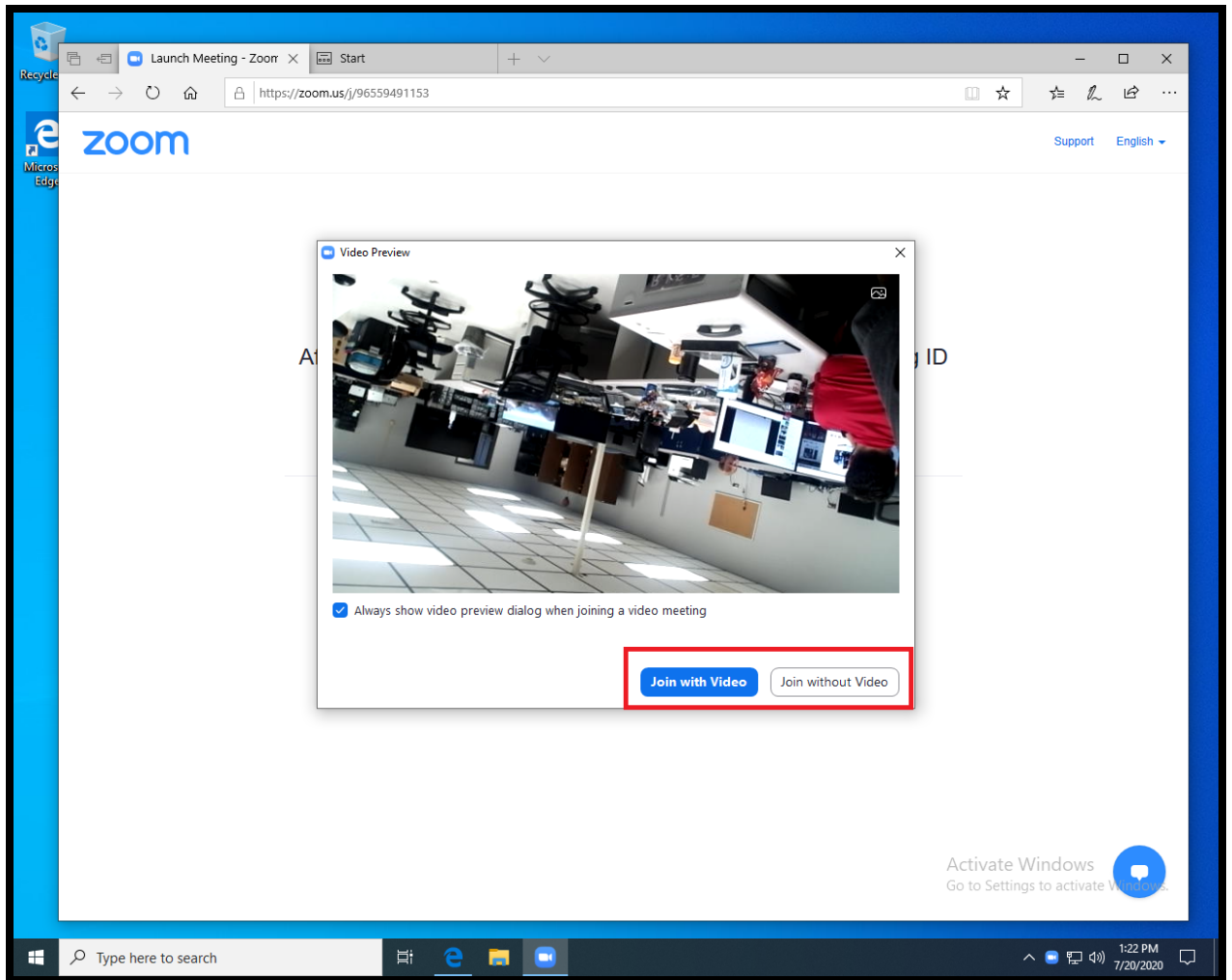


- d. In the screen that opens, input the Meeting ID.
2. If you have installed zoom on your computer before, the zoom application will open.
  - a. If you have not, it may attempt to install the zoom application.
  - b. A file will download on your computer and require you to click it. Wait while it installs.



3. Input the Meeting ID on the window that opens.
4. Input the Password on the same window.

- Zoom will ask if you want to join with video and audio. Answer as appropriate for the meeting and your situation.



- You have joined the zoom meeting!

If you have any immediate issues please call the Help Desk line at 617-5079 or put in a ticket through <https://beaumontisd.samanage.com/>