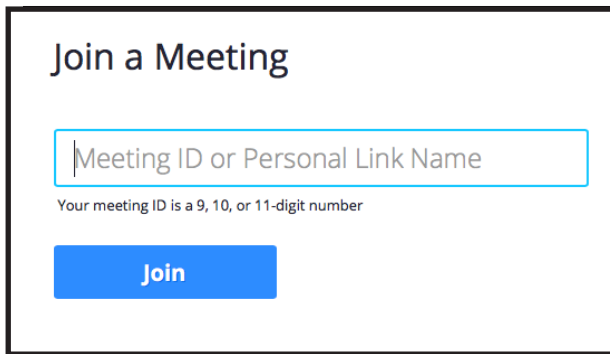
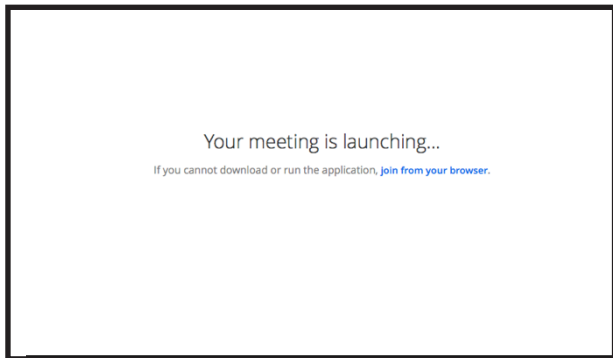


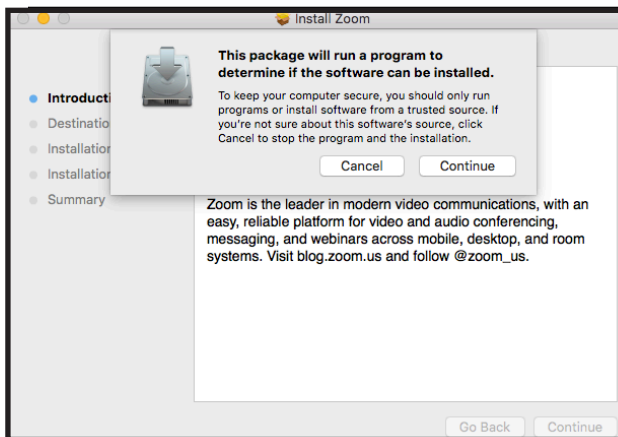
# ZOOM: Instructions



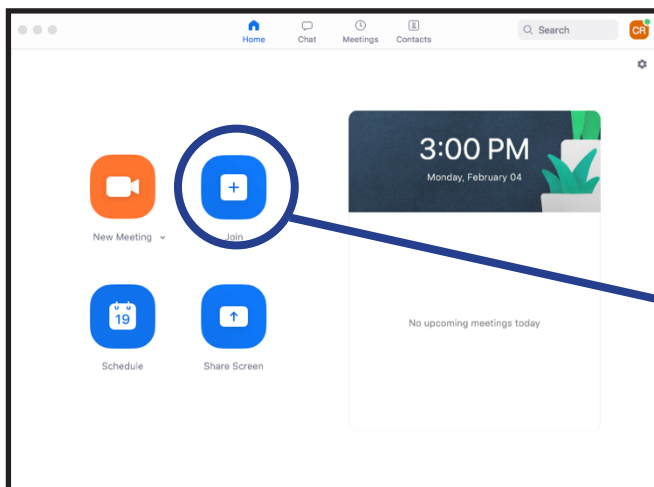
1. Go to <https://zoom.us/join>
2. In the top right-hand corner, click "JOIN A MEETING"
3. The webpage will prompt you for your **Meeting ID or Personal Link Name**; type in the 9-11 digit number you have been provided with and click "Join".



4. You will see this screen – the application may automatically download to your desktop or device.



5. Depending on what browser you are using, you may have to install the program on your computer; find where this installation package went on your computer; It should be downloaded as "Zoom.pkg" or something similar.
6. Begin the download process (it will take a moment).



7. Once downloaded successfully, the application will pop-up on your screen;  
Click the blue "Join" button.

**Join a Meeting**

Meeting ID or Personal Link Name

John Doe

Don't connect to audio

Turn off my video

Cancel Join

8. When you have clicked the blue “Join” button, type in the Meeting ID again.
9. Provide at least your first name.

Your video will turn ON automatically when the meeting starts

Please wait for the host to start this meeting

This is a recurring meeting

ORM Meeting Room

If you are the host, [sign in](#) to start this meeting

Test Computer Audio

10. Once you have been added to the meeting, you will be left in the “waiting room”.
- a) if you log into your Host’s meeting before the Host has started; you will see the screen image to the left.

Please wait, the meeting host will let you in soon.

ORM Meeting Room

- b) if you log in after the Host has arrived, but before they have provided you access, you will see this screen image to the left.



12. After being granted entry, make sure you click the green “Join with Computer Audio” to join the meeting with audio automatically (you can mute this once you’re on the meeting).
13. Please mute your microphone until asked by Richard or Lindsay to unmute.

## Navigating ZOOM

1. After joining a meeting, if you selected “Join with Computer Audio”, your speakers and microphone should now be working.
2. You can **mute or unmute your microphone** or **start your video connection** using the icons in the bottom left (highlighted in **RED** in the bottom left-hand corner).
3. You can leave the meeting by clicking the red “Leave Meeting” link near the chat bar.
4. For successful interaction during the healing service, please do **NOT** use the “Raise Your Hand” feature.

