

how to join a Zoom meeting/webinar

Zoom is a video conferencing service that allows you to share your audio and video in order to communicate. Results Canada uses Zoom to host calls with volunteers, National Calls, Webinars and Annual General Meetings.

Below are the steps of how to join a Zoom meeting in a number of ways. This [video](#) also describes how to join a Zoom meeting. Remember to also join AUDIO when you join the meeting (steps on how to join audio start on page 3).

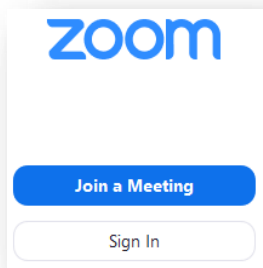
Consult our [tips](#) to help you have a successful virtual meeting.

prerequisites

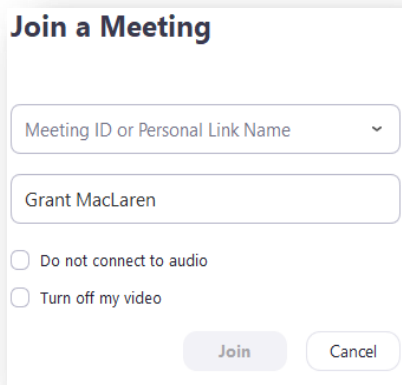
- Before joining a Zoom meeting on a computer or mobile device, you can download the Zoom app from the [Download Center](#). Otherwise, you will be prompted to download and install Zoom when you click a join link.
- You can also join a [test meeting](#) to familiarize yourself with Zoom.
- Each meeting has a unique 9, 10, or 11-digit number called a meeting ID that will be required to join a Zoom meeting. You may be asked to enter a password that should be provided to you in the invitation.
- If you are joining via telephone, you will need the teleconferencing number provided in the invite.

joining a Zoom meeting from a desktop computer (PC or Mac)

1. Open the Zoom desktop client (see details under the above section prerequisites).
2. Join a meeting using one of these methods:
 - Click Join a Meeting if you want to join without signing in.
 - Sign in to Zoom then click Join.



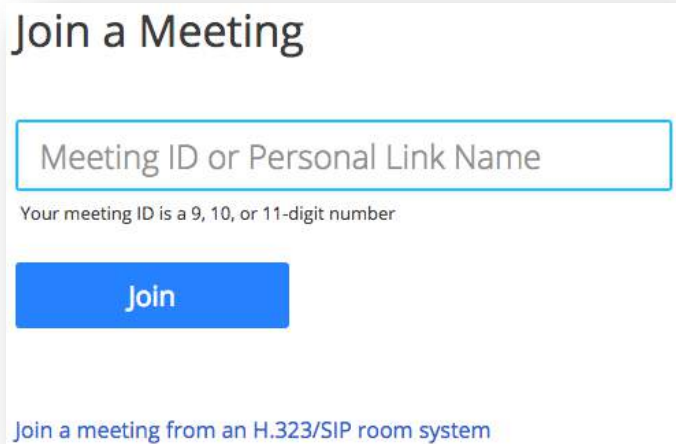
3. Enter the meeting ID number and your display name.
 - If you're signed in, change your name if you don't want your default name to appear.
 - If you're not signed in, enter a display name.

A screenshot of the 'Join a Meeting' dialog box in the Zoom desktop client. The title 'Join a Meeting' is at the top. Below it is a dropdown menu labeled 'Meeting ID or Personal Link Name'. Underneath is a text input field containing the name 'Grant MacLaren'. There are two radio button options: 'Do not connect to audio' and 'Turn off my video', both of which are currently unselected. At the bottom of the dialog are two buttons: 'Join' and 'Cancel'.

4. Select if you would like to connect audio and/or video and click Join.

joining from a web browser

1. Open any browser (Chrome, Safari, IE, Edge, Firefox).
2. Go to join.zoom.us
3. Enter your meeting ID provided by the host/organizer.



Join a Meeting

Meeting ID or Personal Link Name

Your meeting ID is a 9, 10, or 11-digit number

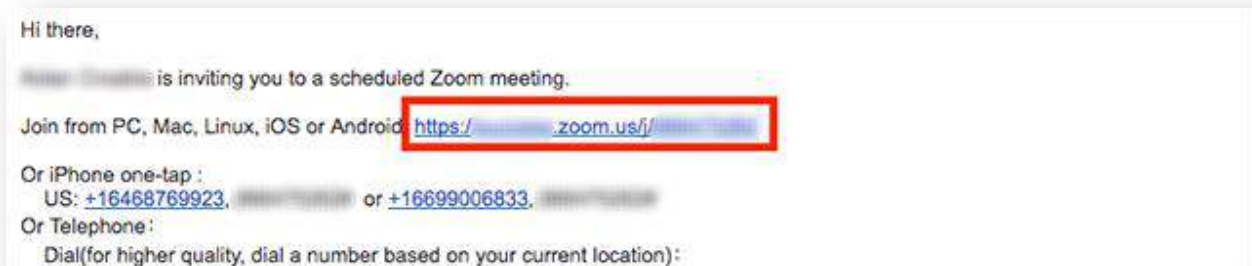
Join

[Join a meeting from an H.323/SIP room system](#)

4. Click **join**. You will be asked to open the Zoom client to join the meeting.

joining from an email

1. Click the join link in your email or calendar invitation.



Hi there,

[Name] is inviting you to a scheduled Zoom meeting.

Join from PC, Mac, Linux, iOS or Android: [https://\[Meeting ID\].zoom.us/j/\[Meeting ID\]](https://[Meeting ID].zoom.us/j/[Meeting ID])

Or iPhone one-tap :
 US: [+16468769923](tel:+16468769923), [Meeting ID] or [+16699006833](tel:+16699006833), [Meeting ID]

Or Telephone:
 Dial(for higher quality, dial a number based on your current location):

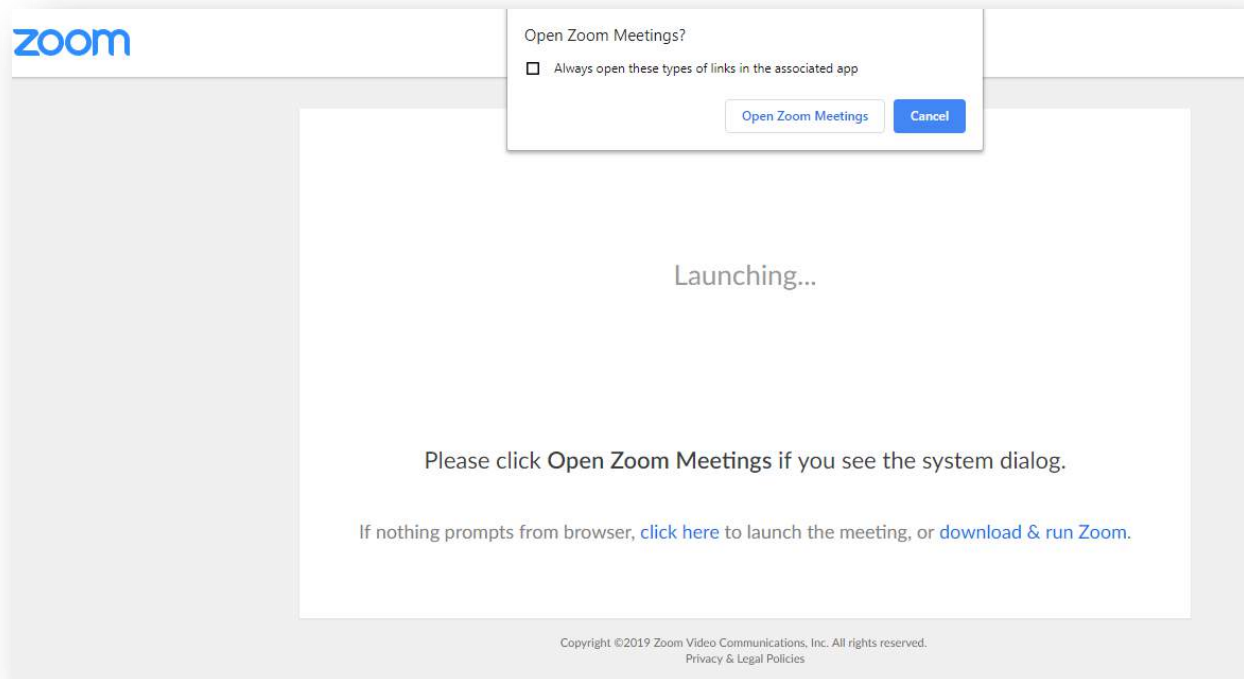
joining from a telephone

1. On your phone, dial the teleconferencing number provided in your invite.
2. Enter the meeting ID number when prompted using your dial pad.

Note: If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer. If you have not joined on your computer, simply press # again when prompted to enter in your participant ID.

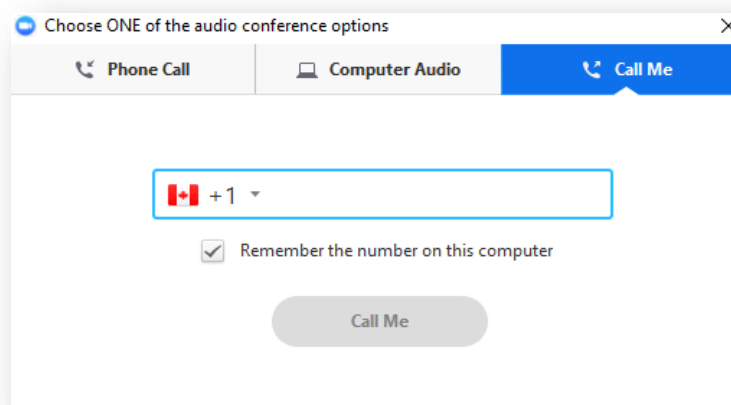
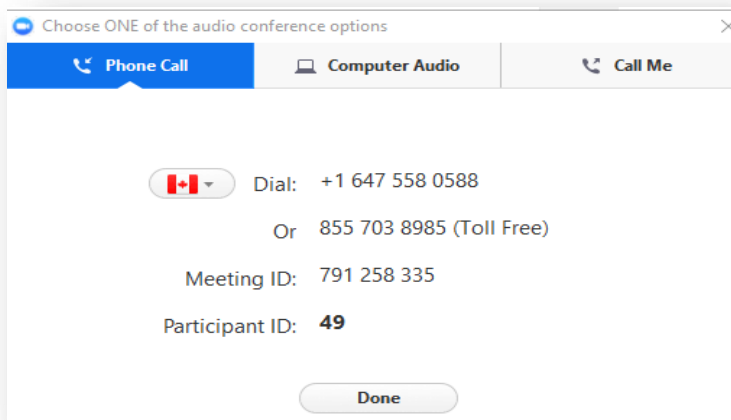
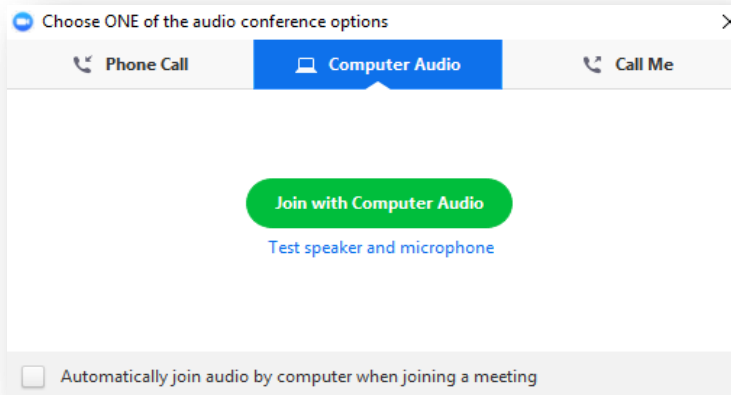
now that you've joined, things to remember

- After clicking on the link to open the Zoom meeting, you must click on “Open Zoom Meetings” in the pop-up.

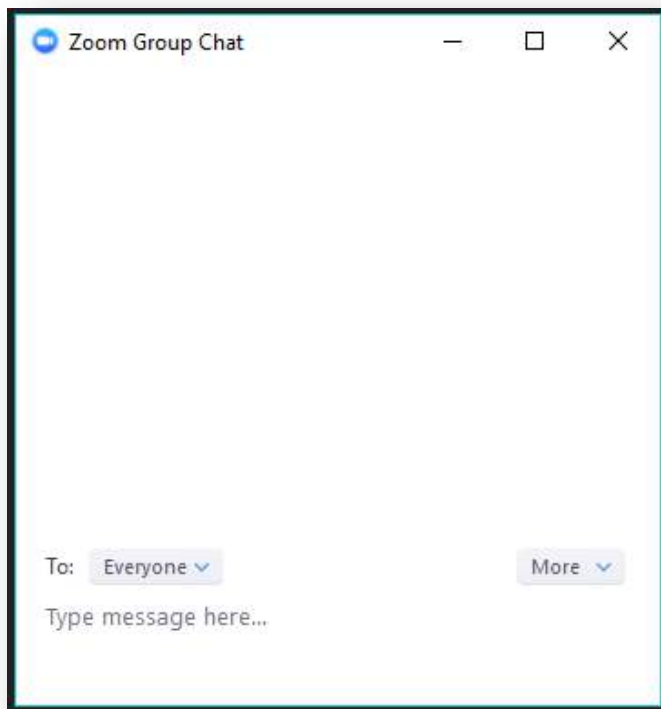
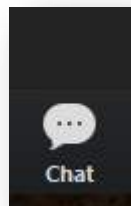
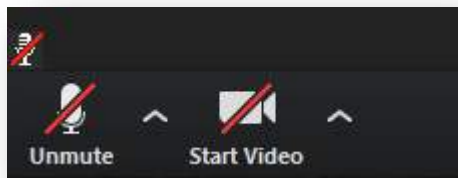




- To join audio, you must pick one of these 3 options:



- Additionally, look for these icons to:
 - Mute/Unmute
 - Start/Stop video
 - Write something in the chat/Read the others' comments in the chat



If you have any further questions about Zoom, you can check out Zoom's [FAQ section](#) on their website. Contact the organizer of the webinar if you have any further questions.

Updated: March 2020