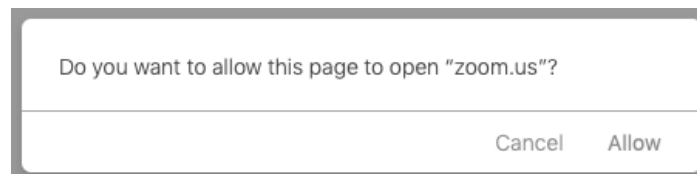




HOW TO USE ZOOM ON YOUR COMPUTER OR MOBILE DEVICE

1. Sign in to the Zoom Desktop Client or Mobile App. Click or tap Join a Meeting. Enter the webinar ID, and click Join or tap Join Meeting. If prompted, enter your name and email address, then click Join Webinar or tap Join.
2. **OR** Click on the invite link and Zoom will redirect you to a webpage. This webpage will ask you to download the Zoom app on your device whether you are using a desktop or a mobile device. **Click Allow.**



NOTE: Mobile app interfaces will appear differently but contain most of the same functionality.

3. Once the application is downloaded on your desktop, install and open it. Zoom should automatically open the Zoom webinar. If that does not open, head over back to your email ID and [click on the invite link](#). You will now see a prompt to open the link in the Zoom app. Click **Open Zoom**.

Open Zoom?

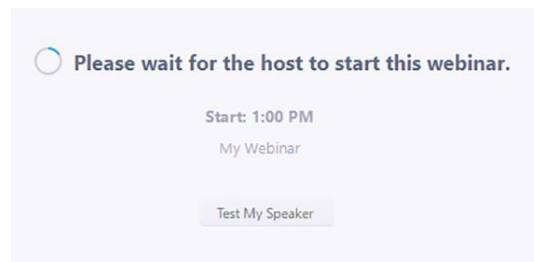
https://zoom.us wants to open this application.

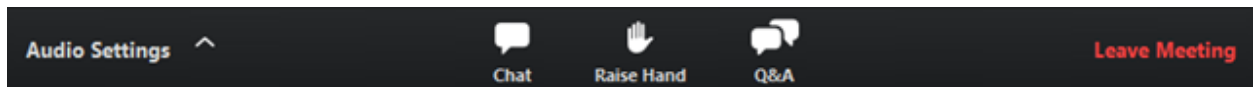
Open Zoom

Cancel




Similarly, if you are a mobile user, the meeting should open inside the Zoom app as soon as it is installed. If that does not happen, you can click on the invite link again and you will be directly taken to the Zoom app.

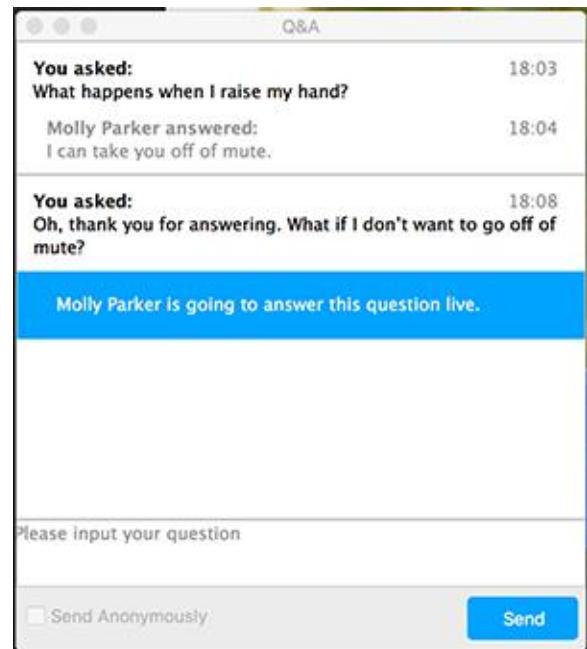
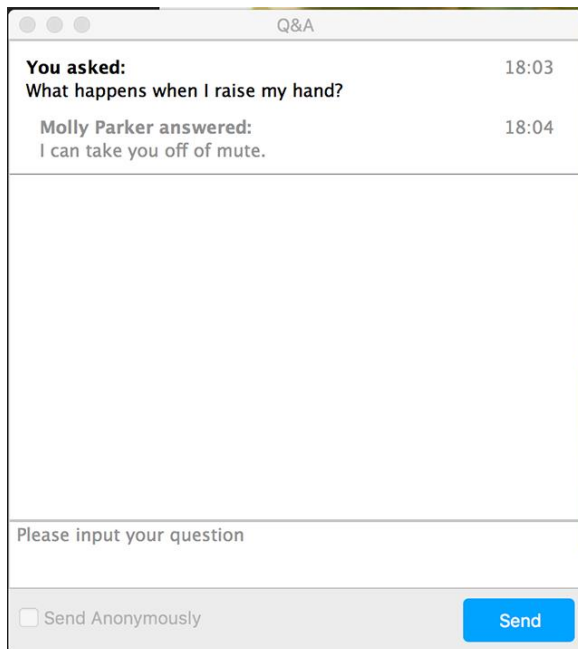
4. If the host hasn't started broadcasting the webinar, you'll receive the following message:





5. Webinar Controls:

- a. **Chat**  : Open webinar chat, allowing you to send chat messages to the host, panelists, and attendees (if permitted).
- b. **Raise Hand**  We will not be using this feature.
- c. **Question & Answer**  : Open the Q&A window, allowing you to ask questions to the host and panelists. They can either reply back to you via text in the Q&A window or answer your question live. To ask a question:
 - i. Type your question into the Q&A box. Click Send.
 - ii. Note: Check Send Anonymously if you do not want your name attached to your question in the Q&A.
 - iii. If the host replies via the Q&A, you will see a reply in the Q&A window.



- 6. **Leave meeting:** Click **Leave meeting** to leave the webinar at any time. If you leave, you can rejoin if the webinar is still in progress, as long as the host has not locked the webinar.